

GENERAL PROVISIONS

a complete neighborhood master plan approval, for re-subdivision approval and for plat recording, shall pay fees as may be determined, adopted and amended time to time by resolution of the town council. (Ord. 424 § 1, 1991; Ord. 345 § 2 (part), 1986.)

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17.02.100 Additional costs.

In addition to the fees and costs hereinbefore required to be paid by a subdivider, each subdivider shall be required to reimburse the town clerk for all costs of publication incurred in conjunction with the filing and approval of subdivision plats, and all fees incurred in mailing notice of hearings conducted in conjunction with preliminary or final plats. (Ord. 345 § 2 (part), 1986.)

17.02.110 Advertising and notice requirements.

Notice shall be provided of all public hearings before the town planning commission or town council of the town required pursuant to this title, and shall be given by advertising the proposed name of the subdivision, the legal description of the property to be subdivided and the number of lots to be created, as well as the time, date and place of the hearing and the body before whom the hearing is held, at least twice in a newspaper of general circulation published within the county, and by mailing a copy of such notice to all property owners within two hundred feet (excepting roadway rights-of-way) of the subject property not later than ten days prior to the date set for the hearing, and posting a notice of subdivision upon the property not later than ten days prior to the date set for the hearing. The town clerk shall provide for the advertising of the required hearings, and at the time of hearing the applicant shall provide to be made, as a part of the permanent record of the hearing, an affidavit in which the subdivider or his agent acknowledges under oath that the required mailings and posting have been accomplished, with the names and addresses of all persons so notified. (Ord. 345 § 2 (part), 1986.)

17.02.120 Exemptions.

Lots in previously recorded subdivisions may be divided through the lot division procedure set forth in Chapter 17.66 of this title, provided that all parcels created conform to the requirements of this code, and provided that the lots created in this manner shall not exceed three in number. Lots created by

ACCEPTANCE OF STREETS AND OTHER PUBLIC LANDS

the lot division procedure may not be redivided within the next five years following the date of the division without the filing of a final plat approved in accordance with the procedures set forth herein. (Ord. 345 § 2 (part), 1986.)

Chapter 17.04

ACCEPTANCE OF STREETS AND OTHER PUBLIC LANDS

Sections:

- 17.04.010 Acceptance of dedication.
- 17.04.020 Acceptance of maintenance.

17.04.010 Acceptance of dedication.

It shall be the prerogative of the town council of Jackson, by resolution, to accept or reject the dedication of any land as public land prior to final platting. (Ord. 345 § 3 (part), 1986.)

17.04.020 Acceptance of maintenance.

Approval of a subdivision shall not constitute acceptance by the town for maintenance of roads and/or streets or public sites shown as dedicated on the plat. The acceptance for maintenance shall be by specific action of the town council or its designated officials, upon completion in accordance with improvement agreements and these adopted standards. (Ord. 345 § 3 (part), 1986.)

CLASSIFICATION OF SUBDIVISIONS

Chapter 17.06

CLASSIFICATION OF SUBDIVISIONS

Sections:

- 17.06.010 Minor subdivisions.**
- 17.06.020 Major subdivisions.**

17.06.010 Minor subdivisions.

A minor subdivision is one that consists of five lots or less, not including any common area or limited common area which may on the plat be designated as a lot, and is less than two acres in gross area, and where street dedications or any other public improvements of any kind are not required. (Ord. 465 § 1, 1993: Ord. 345 § 3 (part), 1986.)

17.06.020 Major subdivisions.

A major subdivision is one that consists of six lots or more, not including any common area or limited common area which may on the plat be designated as a lot, or is two acres or more in gross area, or where street dedications or any other public improvements of any kind are required. (Ord. 464 § 1, 1993: Ord. 345 § 3 (part), 1986.)

Chapter 17.08

APPROVAL PROCEDURES FOR MINOR SUBDIVISIONS

Sections:

- 17.08.010 Plat preparation.**
- 17.08.020 Time requirement.**

APPROVAL PROCEDURES FOR MINOR SUBDIVISIONS

17.08.010 Plat preparation.

For minor subdivisions, the subdivider, after discussion with the town staff, may proceed directly to the preparation of the final plat. The staff shall designate those information requirements necessary for the council to adequately evaluate the plat (including the preparation of a preliminary plat). (Ord. 345 § 6 (part), 1986.)

APPROVAL PROCEDURES FOR MAJOR SUBDIVISIONS

17.08.020 Time requirement.

No minor subdivision may be granted for any lot or parcel which has been created pursuant to a similar action granted within the five-year period preceding the date of application. (Ord. 345 § 6 (part), 1986).

Chapter 17.10

APPROVAL PROCEDURES FOR MAJOR SUBDIVISIONS

Sections:

- 17.10.010 Procedure.
- 17.10.020 Sketch plan—Review.
- 17.10.030 Sketch plan—Filing.
- 17.10.040 Preliminary plat.
- 17.10.050 Filing and processing.
- 17.10.060 Preliminary plat substantive requirements.
- 17.10.070 Withdrawal for failure to submit information.
- 17.10.080 Final plat requirements.

17.10.010 Procedure.

For major subdivisions there are three stages of review: the sketch plan review, the preliminary plat review and the final plat review. The exact review process may be dictated by the type of subdivision requested, but for typical residential single-family detached subdivisions, townhouses and condominiums, the process will be sketch plan review, preliminary plat review and final plat review. For other subdivisions, the town planner and the chairman of the town planning commission may agree and notify the applicant in writing of the procedure to be followed. (Ord. 345 § 6 (part), 1986).

17.10.020 Sketch plan—Review.

The purposes of the sketch plan review are (1) for the town staff to review the project and get a general understanding of it

APPROVAL PROCEDURES FOR MAJOR SUBDIVISIONS

and (2) to identify and resolve any major problems before incurring the expense of preparing the preliminary plat. Submittal requirements are outlined in Chapter 17.24 of this Title. (Ord. 345 § 6 (part), 1986).

17.10.030 Sketch plan—Filing.

- A. The sketch plan shall be submitted to the town planner. The town planner shall review the sketch plan to assure conformance with the requirements of this code, and schedule a conference with the applicant or his representative to discuss the proposed plan.
- B. If there are significant problems with the sketch plan, or at the request of the planner or applicant, the sketch plan may be presented to the planning commission for review, to clarify policies or provide additional guidance. This review does not require a formal hearing but at any meeting at which such review is held a quorum shall be present.

(Ord. 345 § 6 (part), 1986).

17.10.040 Preliminary plat.

The preliminary plat constitutes the second major step in the review process. Submittal requirements for the preliminary plat are outlined in Chapter 17.24 of this title. (Ord. 345 § 6 (part), 1986).

17.10.050 Filing and processing.

The following are the requirements for the filing and processing of the preliminary plat:

- A. Only complete submittals shall be accepted. Incomplete submittal will not be accepted until complete. Upon acceptance, the time limitations set herein will begin.
- B. Applicants shall submit the required number of the preliminary plat packets to the planning department in accordance with established submittal and processing schedule determined by the town staff.

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- C. The staff shall present the preliminary plat to the planning commission at an official meeting not later than thirty days from the required submittal date, except as provided for review time extension.
- D. The planning commission shall either recommend approval, conditional approval or disapproval within thirty-five days of the initial presentation. The reasons and/or conditions shall be set forth in the minutes of the meeting.
- E. The preliminary plat shall be scheduled for hearing at a public meeting before the town council not more than thirty days from the date of planning commission hearing. The applicant may waive this requirement and request in writing an extension for an additional thirty days.
- F. The planning commission and town council may table action on a project once each for preliminary plat and final plat review. Action may be tabled more than once if by mutual agreement between the body before whom the meeting is being held and petitioner.
- G. Approval of the preliminary plat shall be valid for a period of one year. If the final plat covers only a portion of the land within the preliminary plat and active progress is being made on the development, such approval of the preliminary plat shall be automatically renewed for an additional period of one year following the date of approval of each subsequent final plat, unless the governing body notifies the applicant in writing to the contrary for reasons of negligence, nonconformance, or failure to diligently pursue.
- H. Following the approval of a preliminary plat, the applicant shall file with the planning department a final subdivision plat in accordance with the approved development schedule. A final plat may be filed and approved for all or any portion of an area subject to an approved preliminary plat.
- I. Final plats for an entire development as proposed in a preliminary plat shall be recorded within five years of initial preliminary plat approval or the unrecorded portion of that plat may be required to be reapproved in accordance with the current code's procedures.
- J. Any homeowners' association created to administer the project's lands or facilities shall be incorporated. Articles

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of incorporation and restrictive covenants shall be recorded at or prior to the recording of the final plat.

- K. The applicant shall provide the planning department with the number of copies of the preliminary plat requested at the pre-application conference. Additional copies may be requested if deemed necessary. Submittals shall address all comments of sketch-plan review conference.
- L. Upon receiving the preliminary plat submittals, the staff will distribute copies of submitted materials to the appropriate agencies for review. These agencies will have ten working days to review and comment on the sketch plan. These agencies may respond in writing, or they may attend the sketch plan conference with the applicant and members of the town staff.

(Ord. 345 § 6 (part), 1986).

17.10.060 Preliminary plat substantive requirements.

Preliminary plats will be checked by the town planning office for the following:

- A. Conformance with formally adopted policies and procedures;
- B. Compatibility with the possible development of adjacent properties under existing zoning;
- C. Functional arrangement and lot sizes for compliance with zoning;
- D. Correct naming of streets;
- E. Conformance with the design standards;
- F. Basic engineering solutions of all major physical site features;
- G. All lot divisions will result in required minimum frontages on public rights-of-way;
- H. The proposed development will not cause traffic congestion or safety hazards;
- I. The proposed development will not have undue adverse impact on adjacent properties;
- J. That efforts have been made to mitigate any undue adverse impact;
- K. The proposed development will not interfere with existing

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agricultural water rights, and provisions have been made to ensure access to agricultural water supplies for maintenance;

- L. Adequate public facilities are available to service the development;
- M. The development will not adversely impact the town's fiscal position;
- N. Reasonable steps have been taken to mitigate any undue disruption of environmentally sensitive areas or exposure to natural hazards, specifically including avalanches;
- O. The proposed subdivision is consistent with the standards, improvement requirements and purposes of the ordinances of the town of Jackson.

(Ord. 345 § 6 (part), 1986).

17.10.070 Withdrawal for failure to submit information.

A submittal with insufficient information, identified in the review process, which has not been addressed by the applicant, may be withdrawn from the agenda by the town planner. Applicant shall be notified of this action immediately. (Ord. 345 § 6 (part), 1986).

17.10.080 Final plat requirements.

The filing and processing of final plats shall require the following:

- A. Applicants shall submit the required final plat materials to the planning department in accordance with the established submittal schedule. Only complete submittals shall be accepted.
- B. Submittals shall conform to the requirements of Chapter 17.24 of this title.
- C. The final plat shall be reviewed for conformance with the preliminary plat approval, except that a final plat may constitute only a portion of the land area within the preliminary plat.
- D. If all requirements of approval of the preliminary plat have been met in the final plat, and if no adverse comments are received from review agencies, the final plat may be

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scheduled for consideration at the next timely meeting of the town council. If requirements are not met or if adverse comments are received from reviewing agencies, the staff shall assemble such comments and notify the applicant in writing. Under these circumstances the project must be reviewed by the planning commission prior to review of the final plat by the town council. Notification of comments shall be given to the applicant five days before the next scheduled meeting of the planning commission.

- E. Upon receipt and consideration of the final plat, the town council shall either approve, approve with conditions, or disapprove the final plat. The town council may refer the plat back to the planning commission for further consideration. The town council shall make a decision within thirty days of the original presentation. The decision of the town council shall be based on careful consideration of all applicable requirements of this code, as well as review comments and planning commission recommendations.
- F. A final plat may be approved which has been modified to reflect improvements in design or changes which have occurred since the time of the preliminary plat review and approval. These changes may require submittal of material(s) necessary to adequately review that change. The town planner will advise on the required submittal and process according to the location or scope of the change.
- G. The original of the final plat shall incorporate all modifications required by the final review and approval process. When approval is obtained, the surveyor or engineer shall make any changes necessary to comply with the final approval and submit the original, signed and notarized by the owners, to the planning department.
- H. Unless the time limit established by the final development schedule has passed, the appropriate official may issue building permits for buildings which conform to the recorded final plat. If the time limit established by the final development schedule has passed, no building permits shall be issued until after the town council has reviewed and approved a revised improvement development schedule submitted by the applicant. If new regulations were adopted

RECORDING FINAL PLATS

during this time, a new submittal addressing these regulations will be required.
(Ord. 345 § 6 (part), 1986).

Chapter 17.12

RECORDING FINAL PLATS

Sections:

- 17.12.010 Town to record.
- 17.12.020 Procedure for recording.

17.12.010 Town to record.

The town shall record all final plats and related documents.
(Ord. 345 § 7 (part), 1986.)

17.12.020 Procedure for recording.

The recording of final plats will be accomplished as follows:

- A. The original plat, together with any other required documentation such as, but not limited to, improvement agreements powers of attorney, easement or right-of-way dedications not shown on the plat, covenants, evidence of incorporation of homeowners' association, deeds conveying property to the homeowners' association, etc., shall be submitted for recording. The plat shall contain notarized signatures of the owners of the property, and necessary engineers' and surveyors' signature(s) and corporation seals if required. All signatures on the plat shall be in India ink.
- B. The town planner shall obtain the applicable signatures of public officials as required on the plat and present the signed plat for review. On completion of the surveyor's review, the town planner shall record the plat at the office of the county clerk and recorder.
- C. Upon recording of the plat, applications for building permits may be submitted in accordance with the provisions of this code.

RELATED PROCEDURES

D. All final plats shall be delivered to the town within ten days from the date of final approval for recording. Failure to do so within this time shall require reapproval and processing in accordance with the final plat processing procedure.
(Ord. 345 § 7 (part), 1986.)

Chapter 17.14

RELATED PROCEDURES

Sections:

17.14.010 Resubdivision.
17.14.020 Corrections to recorded plats.

17.14.010 Resubdivision.

Resubdivision of land shall be considered a subdivision, and shall comply with the requirements of this code with the following exceptions:

A. Lot lines may be revised from those shown on a recorded plat, provided that in making such changes:

1. No parcel shall be created which is less than the minimum standard required by this code or other applicable regulations;
2. Easements shall not be changed;
3. Street locations shall not be changed;
4. The plat shall not be altered in any way which will adversely affect the character of the previously recorded plat or the character of the area;
5. No increase in density creating need for additional facilities and services.

B. Should all the requirements of subsection A above be met, the resubdivision shall be submitted to the town. Submittal requirements are as follows:

1. Deeds affecting the resubdivision;
2. Any additional information required to review the application.

CONDOMINIUMS AND TOWNHOUSES

- C. The town planner will review the resubdivision in accordance with the requirements of this code. Should the resubdivision meet all the requirements of this code, the town planner shall approve the resubdivision and present it to the town council for final approval.
- D. If resubdivision does not meet the requirements of subsection A above, the project shall require all processes and approval of a subdivision as set forth in this title.
(Ord. 345 § 8 (part), 1986.)

17.14.020 Corrections to recorded plats.

If it is discovered that there is a minor survey or drafting error in a recorded final plat, the applicant shall be required to file the revised final plat with an affidavit witnessed by two land surveyors and approved by the technical review committee correcting the plat, with all documents so noted. At least one of the surveyors witnessing this final plat shall be an impartial observer having no personal interest in the subdivision. If, however, the correction of the error results in such major alterations that the corrected plat does not meet the design standards and requirements of this code, then the corrected plat shall require full approval procedures in accordance with final plat requirements and the recording of the corrected plat. (Ord. 345 § 8 (part), 1986.)

Chapter 17.16

CONDOMINIUMS AND TOWNHOUSES

Sections:

17.16.010 Application.

17.16.010 Application.

These standards will apply to the following:

- A. 1. New condominium or townhouse projects, in which case

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these projects shall follow requirements of Chapters 17.10 and 17.12, and others as may be applicable;

- 2. Existing projects not designed and built under these regulations, proposed to be converted to condominiums, in which case they shall be revised to conform to these standards and current building codes;
- 3. Existing projects designed under these standards which are being converted to condominiums. In this case, depending on the ownership of common areas, the requirements will be determined by the town attorney and town planner.

B. New projects or conversion projects not designed under these standards shall be processed through the hearing process as outlined in this title.

C. Existing projects designed and planned under these standards being converted to condominiums may be exempt from the sketch-plan phase and certain requirements of the final plat stage, as determined by the town planner.

D. Townhouse projects may be exempt from the minimum lot size requirements and minimum yard setback requirements from interior lot lines if the project conforms to the planned development requirements.

E. A plat and legal descriptions are required to be filed for any condominium project or townhouse project of separate ownership describing horizontal and vertical boundaries as well as common space. Plats shall be filed with and with reference to any additional documents such as condominium declarations, homeowners' associations, etc.

F. Parking use shall be clearly defined with sufficient spaces allocated per unit. Garages, ancillary buildings and carports may not be under separate ownership from the project.

G. Ingress and egress from each unit and the site must be guaranteed.

H. All condominium conversion projects shall be improved to meet current building codes.

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- I. All projects must provide fire, emergency and utility access to all units through rights-of-way or easements. If easements or rights-of-way are provided, the overall length shall not exceed these standards for cul-de-sacs and an adequate turnaround must also be provided.
- J. Lands and facilities controlled by an association or general partner shall be maintained in good condition in conformance to the approved maintenance program. If this does not occur, the town reserves the right to enter the property, cause improvements and maintenance to be done, and assess the association, etc., for the costs.
- K. Final bylaws and condominium declarations shall be submitted together with any restrictive covenants, conditions or restrictions other than specified in the declaration. These documents shall be reviewed by the town attorney, approved by the town council, and filed concurrently with the final plat.
- L. All owners in a development must be members of the owners' association.

(Ord. 466 § 1, 1993; Ord. 345 § 9, 1986.)

Chapter 17.18

ENFORCEMENT

Sections:

17.18.010 Enforcement of the development schedule and procedures for reversion.

17.18.010 Enforcement of the development schedule and procedures for reversion.

If the owner or owners of property have failed to meet a mutually approved development schedule, failed to submit a preliminary or final plan within the agreed upon period of time, or failed to

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obtain an extension, the planning commission may initiate action to withdraw approval of the development. This action shall consist of a formal recommendation for reversion to the land's prior status, which will be deliberated at a public meeting. This public meeting shall not be an advertised public hearing. The commission's recommendation shall then be forwarded to the town council. After holding an advertised public hearing, the town council may extend the limits of the development schedule or withdraw the planned designation, in which case the land will revert to its previous status. (Ord. 345 § 10, 1986.)

Chapter 17.20

VACATION

Sections:

17.20.010 Partial plat vacation.

17.20.010 Partial plat vacation.

Vacation of rights-of-way, easements, lot lines or any element established by a recorded plat may be obtained if it is applied for and receives approval by the planning commission and town council, and if it meets all of the criteria below if applicable:

- A. The vacation is approved by adjacent property owners;
- B. The vacation is for the public and private good;
- C. The vacation combines properties under the same ownership into one parcel;
- D. The vacation provides for property development without structures overlaying property lines.

(Ord. 345 § 11, 1986.)

REQUIRED SUBMITTALS AND STANDARDS

Chapter 17.24

REQUIRED SUBMITTALS AND STANDARDS

Sections:

- 17.24.010 Submittal requirement.
- 17.24.020 Application form.
- 17.24.030 Submittal standards.
- 17.24.040 Impact statement.
- 17.24.050 Sketch plan.
- 17.24.060 Preliminary site plan.
- 17.24.070 Final site plan.
- 17.24.080 Preliminary plat.
- 17.24.090 Final plat.
- 17.24.100 Multiple-sheet final plat.
- 17.24.110 Improvements agreement.
- 17.24.120 Improvements guarantee.
- 17.24.125 Survey information report.
- 17.24.130 Soils and geologic report.
- 17.24.140 Subsurface soils investigation.
- 17.24.150 Flood hazard report.
- 17.24.160 Composite utilities plan (twenty-four inches by thirty-six inches sheet size).
- 17.24.170 Grading and drainage plan.
- 17.24.180 Roadway plan and profiles.
- 17.24.190 Screening and landscaping plan.
- 17.24.200 Traffic circulation plan.
- 17.24.210 Development schedule.
- 17.24.220 Fiscal model.
- 17.24.230 Water rights commitment.
- 17.24.240 Evidence of title.
- 17.24.250 Draft of articles.

REQUIRED SUBMITTALS AND STANDARDS

- 17.24.260** Legal description.
- 17.24.270** Adjacent property owners.
- 17.24.280** Location and vicinity map.
- 17.24.290** Tax certification.
- 17.24.300** Erosion control plan.
- 17.24.310** Historical/archaeological report.
- 17.24.320** Minimum submittal requirements.

REQUIRED SUBMITTALS AND STANDARDS

17.24.010 Submittal requirement.

When an application for subdivision, planned development or conditional use is made, certain documents will be required. An action sheet will detail the submittal materials and allow for deleting inappropriate documentation. An "action sheet" is a matrix form that specifies documents to be submitted and indicates which public agencies must review these documents. The following sets forth the minimum acceptable standards for each type of report, study, site plan or plat. (Ord. 347 § 1 (part), 1986.)

17.24.020 Application form.

This form shall be obtained from the department staff and shall be completely filled out and enclosed with the submittal. More than one may be required, depending on actions requested by the applicant. However, they will only be required at preliminary site plan stage unless the project has been delayed or cancelled, or if that stage is not required. (Ord. 347 § 1 (part), 1986.)

17.24.030 Submittal standards.

The standards and information required for each of the documents which must be submitted to gain approval for a minor subdivision, major subdivision, planned development and condominium conversion are set forth in the following sections. The documents required to be submitted are as set forth in Section 17.24.320. (Ord. 347 § 1 (part), 1986.)

17.24.040 Impact statement.

This document has an indeterminant content because it is the nucleus of all written documentation required or provided by the applicant. Generally it shall contain:

- A. Project description;
- B. Summary of submittal materials;
- C. Statement of specific impacts, such as water use, sewerage discharges, wildlife, traffic, pollution, environment, views, etc.;

REQUIRED SUBMITTALS AND STANDARDS

D. Site data.

1. Total area of project,
2. Total area cleared,
3. Total impervious area,
4. Total open space and public sites,
5. Total cuts and fills;

E. Development Data.

1. Number of lots,
2. Description of buildings or housing units,
3. Building areas, numbers of housing units by types,
4. Parking spaces required and provided.

(Ord. 347 § 1 (part), 1986.)

17.24.050 Sketch plan.

A sketch plan shall show a clear representation of the area in which the proposed project is located. The sketch plan shall be at a scale of no less than one inch equals two hundred feet (1" = 200') and shall show an area extending at least one-quarter mile in each direction beyond the boundaries of the development. The sketch plan shall contain or be accompanied by the following information:

- A. The proposed name of the development;
- B. Location and boundaries of the development;
- C. The date of preparation, the scale, and a symbol designating true north;
- D. The location, approximate dimensions and names for all existing streets, alleys, easements and watercourses within and adjacent to the development;
- E. The location and dimensions of all proposed streets, alleys, lot lines and proposed land uses, including areas to be reserved or dedicated for parks, schools or other public uses. Indicate approximate acreages, number of lots, number and types of units, concept on building appearance, and landscaping;
- F. Zoning and existing land uses on lands adjacent to the proposed project;

REQUIRED SUBMITTALS AND STANDARDS

- G. The names of adjoining subdivisions with lines of abutting lots, and departing property lines of adjoining properties not subdivided;
- H. Proposed sources of water and sewer services;
- I. Topography from available USGS maps;
- J. Sheet size may vary;
- K. A circulation diagram indicating the proposed movement of vehicles, goods and pedestrians within the project and to and from existing thoroughfares. Any special engineering features and traffic regulation devices needed to facilitate or insure the safety of this circulation pattern shall be shown. Also, show loading areas, service areas and trash collection areas.

(Ord. 347 § 1 (part), 1986.)

17.24.060 Preliminary site plan.

- A. Engineering information submitted on preliminary site plans is not intended to be detailed design. It should basically be a graphic plan which shows intent and answers basic engineering questions. The preliminary site plan constitutes the major step in the review process. The submittals shall be detailed enough to answer the question, "Should this use, designed in this manner, be constructed on this site?"
- B. Clear, crisp copies of map(s) of the proposed development. The map(s) shall be at a scale of not less than one inch equals sixty feet (1"=60') (one inch equals one hundred feet if lots are two acres or more each), and an accurate outer boundary survey with dimensions certified by a registered land surveyor licensed to work in the state of Wyoming. The drawings shall be on one or more sheets with outer dimensions of twenty-four inches by thirty-six inches.
- C. Information to be shown:
 1. The name of the project; no subdivision or development shall bear the same name as another subdivision unless adjoining and using consecutive filing numbers;
 2. The date of preparation, the scale, and a symbol designating true north;
 3. Location and boundaries of the subdivision, including a traverse of the monumented perimeter of the proposed

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subdivision. At least two survey ties into the state grid or other permanent marker established by the original General Land Office Survey;

4. Designation of survey monuments proposed to be used for control during construction (use benchmark at northwest corner of Town Square, USC & GS, now NGS, V-40 6234.417');
5. Identification of excepted parcels, if ownership is different. If possible, these parcels shall be included in the subdivision;
6. Projects to be accomplished in phases shall identify each phase and establish a time schedule for completion;
7. Designation of wildlife areas and migration routes;
8. Identification of hazard areas and wildlife areas;
9. Indication of each building site and common open area, showing the approximate location of all buildings, structures and improvements, and indicating the open space around buildings and structures. Indication of structures is not required in a subdivision-only application;
10. Elevations and/or perspective drawings of all proposed structures and improvements, except single-family detached residences and their accessory buildings. The drawings need not be the result of final architectural design and need not be in detail;
11. An off-street parking and loading plan for personal vehicles, RV's and recreational vehicles;
12. Adjacent Land Uses.
 - a. Names of all adjoining subdivisions and indication of land uses,
 - b. Existing structures within one hundred feet of its boundaries and land uses;
13. Roadways.
 - a. Existing or proposed streets, alleys and easements within and abutting the proposed subdivision up to one hundred feet from the boundaries of the subdivision (locations, names, surface widths and types, right-of-way widths),
 - b. Proposed street system showing:
 - i. Right-of-way and pavement widths,

REQUIRED SUBMITTALS AND STANDARDS

- ii. Curbs, gutters, crosspans and sidewalks with horizontal dimensions,
- iii. Proposed street names,
- iv. Any special treatments proposed within the right-of-way such as medians, channelization, landscaping,
- v. Manner of snow storage and snow removal, with calculated storage requirements based on average-year snow accumulation;

14. Existing Conditions. Indicate all existing conditions, including drainage, vegetation, structures, fences and other normal improvements;

D. Information provided in the sketch plan shall be included and retained in the preliminary plan submittal.

(Ord. 347 § 1 (part), 1986.)

17.24.070 Final site plan.

This plan finalizes information in the preliminary plan, shall be in conformance with Section 17.24.050 above, and shall incorporate modifications as required by agency, staff, commission and council comments. Final plans which are significantly changed or changed by the applicant during the review process may be rescheduled for preliminary hearings. (Ord. 347 § 1 (part), 1986.)

17.24.080 Preliminary plat.

This document shall reflect the preliminary site plan and in subdivisions only may be the preliminary site plan. It shall be clearly and legibly drawn in permanent ink on a reproducible medium such as Mylar. It shall be prepared at a scale of not less than one inch equals sixty feet, or one inch equals one hundred feet if lots are two acres or more or if total acreage exceeds fifty acres, and shall include all requirements of the final plat. (Ord. 347 § 1 (part), 1986.)

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17.24.090 Final plat.

The final plat shall comply with the following standards:

1. See Wyoming Statutes 1977, as amended, Section 33-29-111(8). The plat shall be delineated in drawing ink, at a scale of not less than one inch equals sixty feet, on a waterproof, reproducible medium such as mylar, which is twenty-four inches by thirty-six inches. The mylar shall be four mil thick;
2. The plat shall be prepared and certification made as to its accuracy and the placement of all monuments as described by a registered land surveyor licensed to do such work in the state of Wyoming. A licensed engineer's certification shall also be required on the plat indicating that it conforms to this code and all applicable state laws and that the traverse of the outer boundary shall have an error of closure of not greater than one part in ten thousand;
3. All land within the boundaries of the plat shall be accounted for either as lots, walkways, street, alleys or excepted parcels. A table showing the percent and quantities of these uses shall be on the plat;
4. All blocks, and all lots within each block, shall be consecutively numbered;
5. Excepted parcels under different ownership shall be marked "Not included in this subdivision" or "Not included in this plat," as appropriate, and the boundary completely indicated by bearings and distances. It is preferred that exempted parcels will not be used;
6. Parcels not contiguous shall not be included in one plat, nor shall more than one plat be made on the same sheet;
7. Contiguous parcels owned by different parties may be included in one plat, provided that all owners join the dedication and acknowledgement;
8. All streets, walkways and alleys shall be designated as such. Public streets shall be named, and bearings and dimensions shall be given. Land to be dedicated to the public shall be labeled "Public Area"; all land to be in common ownership shall be labeled as "Common Site";
9. The bearings, distances and curve data of all perimeter boundary lines shall be indicated outside the boundary

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line. When the plat is bounded by an irregular shoreline or a body of water, the bearings and distances of a closing meander traverse shall be given and a notation made that the plat includes all land to the water's edge or otherwise;

10. On curved boundaries and all curves on the plat, sufficient data shall be given to enable the reestablishment of the curves on the ground. This curve data shall include the following for circular curves: radius of curve, central angle, tangent arc length, chords, and notation of non-tangent curves;
11. Lengths shall be shown to hundredths of a foot, and angles and bearings shall be shown to seconds of arc;
12. All dimensions and areas of irregularly shaped lots shall be indicated in each lot;
13. Bearings and lengths shall be given for all lot lines, except that bearings and lengths need not be given for interior lot lines where the bearings and lengths are the same as those of both end lot lines;
14. Easements provided for all utilities and designated as to type with bearings and dimensions given;
15. Dedication statement for all public land including streets, walks, public open space, parks, etc.;
16. Dedication of all easements;
17. Legal description;
18. Space for notarized signature of owner(s);
19. Space for certification of approval:
 - a. Mayor of the Jackson town council,
 - b. Chairman of the Jackson town planning commission,
 - c. County clerk and recorder's certificate,
 - d. Land surveyor,
 - e. Town engineer;
20. Title block, located in lower right-hand corner of each sheet, showing north arrow, date, bar scale, subdivision name, and subdivision location. Names of owner, developer and engineer shall appear in an additional block in the same general location;

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21. Easements of all kinds shall be clearly labeled and dimensioned. If streets intersect a highway, provide permit or Highway Department comments;
22. Monument record delineated on the plat for required benchmark, including:
 - a. Permanent reference monuments shall be set on the external boundary of the subdivision,
 - b. Block and lot monuments shall be set and certified to by statement of surveyor on the plat,
 - c. At least one elevation benchmark based on U.S. National Geodetic Survey sea level datum (northwest corner of Town Square USC & GS, now NGS, V-40 6234.417') shall be set (where practical to tie in) within every subdivision or subsequent filing prior to submission of the final plat for approval;
 - d. Proper notation of the point of beginning;
23. Highway access permit obtained.

(Ord. 347 § 1 (part), 1986.)

17.24.100 Multiple-sheet final plat.

A final plat may be submitted in multiple sheets covering representative and reasonable portions of the subdivision tract. In these cases, submission shall include a composite map at a lesser scale which is a part of the plat indicating the sheets, numbered accordingly, and shall include title, legend, match lines and other appropriate information. The number of copies of the composite map shall equal the number required for final plat submittal. (Ord. 347 § 1 (part), 1986.)

17.24.110 Improvements agreement.

This form is obtained from the department staff and must be completed and submitted. See Sections 17.26.010 and 17.26.020 for detailed requirements. (Ord. 347 § 1 (part), 1986.)

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17.24.120 Improvements guarantee.

- A. This form is obtained from the department staff and must be completed and submitted. See Sections 17.26.010 and 17.26.020 for more information.
- B. The agreement and guarantee documents may be submitted with the first plat/plan so that accurate quantities must be included. (Ord. 347 § 1 (part), 1986.)

17.24.125 Survey information report.

Prior to the filing of a final plat or the filing of a lot split map in the case of lot splits, the following information shall be supplied on a floppy disk or other approved media in digital format:

- A. ASCII coordinates of all lot corners, boundary corners and controlling corners in the following or similar format:
Point No. (space) Northing coordinate (space) Easting coordinate (space) Elevation (if applicable) (space) Description.
Each point will occupy one line in the file.
Coordinates shall be state plane coordinates, NAD 1983.
- B. An Autocad(R) compatible dxf format file or an Autocad(R) drawing file with layer separation for each plat view sheet which defines ownership boundaries. The subdivision boundary, the individual lot/boundary lines, easement lines, and line annotation shall be provided on separate working layers from other sheet information.
- C. A survey tie, or ties, to a corner of the Public Land Survey System (1/4, 1/16 or section corners).

This requirement may be waived by the town engineer or in accordance with the provisions of this chapter, but in such event the information requirements of subsection A and C of this section shall be supplied on a typed sheet or sheets of paper with each point occupying a separate line and in the format described above. (Ord. 472 § 1, 1993.)

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17.24.130 Soils and geologic report.

This report shall consist of a written narrative and mapping, property titled, dated and signed by a registered professional geologist or geological engineer, addressing the suitability of the site for the proposed development, the effects of the geology on the proposed use, or the proposed use on the geology, geological and flood hazards/ limitations, and appropriate recommendations. This will be accompanied by a map showing soil types, boundaries, and soil type interpretations, based on approved Soil Conservation Service information. (Ord. 347 § 1 (part), 1986.)

17.24.140 Subsurface soils investigation.

This report shall consist of an investigation into the nature of subsurface soil conditions on a site. Test borings shall be spaced to obtain a comprehensive picture of subsurface soil conditions. Placement of the borings shall be indicated on a plan of the site. The qualified engineer responsible for the tests shall make foundation and road improvement recommendations. (Ord. 347 § 1 (part), 1986.)

17.24.150 Flood hazard report.

The report shall consist of a site plan showing the use and development of the site and identifying the housing and urban development designated flood areas and a narrative discussing the effects of the flood area on the site and describing measures to be taken to mitigate these effects. (Ord. 347 § 1 (part), 1986.)

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17.24.160 Composite utilities plan (twenty-four inches by thirty-six inches sheet size).

This report shall consist of a utilities improvement plan on one or more twenty-four inch by thirty-six inch sheets, and shall accurately show the following:

- A. The locations of the lots, blocks and streets, as shown on the plan or plat;
- B. The locations, profiles and line sizes of all sewer and water lines, manholes, fire hydrants, and their relation to rights-of-way, easements and lots. This shall include all off-site lines which have a bearing on the development. Indicate as well all existing utilities;
- C. The locations and applicable sizes of all irrigation and drainage systems and structures, as well as electrical, telephone and other applicable utility lines serving the development, both internal and external;
- D. Location of streetlights and proposed lamp size and type;
- E. Representative details of water and sewer systems, and pipe sizes;
- F. Location of electrical, telephone and cable TV lines;
- G. The relationship of all utilities within the easement or right-of-way, wherever more than one utility shares the right-of-way or easement shown;
- H. Stamp or seal of the professional engineer preparing the composite;
- I. Signatures of all utilities providers serving the project (e.g. electrical and telephone utilities, irrigation and/or drainage districts), and the town engineer.

(Ord. 347 § 1 (part), 1986.)

17.24.170 Grading and drainage plan.

- A. 1. The drainage plan shall consider the historic and built-out drainage from the site and adjacent areas, and shall conform to the requirements of the Jackson Stormwater Master Plan.
2. Drainage plans shall be based on a one-hundred-year frequency rainstorm for major drainage system elements

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and on the ten-year frequency storm for minor drainage system elements, as specified by the Jackson Stormwater Master Plan. The rational method shall be used for all runoff calculations for sites less than two hundred acres. The Soil Conservation Service hydrologic method, or other method approved by the town engineer, shall be used for runoff calculations from sites greater than two hundred acres. All calculations shall be in accordance with Chapter 1 of the Jackson Stormwater Criteria Manual entitled "Runoff Analysis."

3. The calculated peak discharge of stormwater resulting from a development shall not exceed the peak discharge calculated prior to the development on the basis of the ten-year frequency storm. The town engineer may allow the peak rate of runoff to exceed the predevelopment rate where a public system of adequate capacity is available or planned. In such case, the developer shall be assessed for cost of improvements required to accommodate stormwater runoff. The assessment shall be in direct proportion to the runoff quantities generated by the properties to be served.
4. Provisions for storm drainage shall be designed to safely retain water or adequately carry and discharge the accumulated runoff into drainage channels, storm sewers or other natural watercourses, based upon both the minor storm and major storm. Storm drainage facilities shall have sufficient carrying capacity to accept runoff from the development in addition to that originating upstream.
5. When considered necessary by the town engineer, the applicant shall be required to design and construct subsurface drainage facilities, check dams or other drainage improvements in order to control and reduce runoff from the site. The maximum carrying capacity of streets shall be based upon criteria set forth in Table 6-1 of the Jackson Drainage Criteria Manual, Chapter 4, entitled, "Streets."
6. Where considered necessary by the town engineer, the applicant shall be required to design and construct berm

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ditches along the top of cut slopes in order to intercept the tributary drainage above the cut slope. The design for these berm ditches shall be submitted with the final plat.

7.
 - a. Existing watercourses shall not be disturbed and shall be left in the natural state, unless approved by the town council based on the finding that no flooding, channel erosion, water pollution or destruction of vegetation will occur anywhere along the stream, and adequate provisions are made to restore the stream, including vegetation, where the disturbance takes place.
 - b. Before exceptions are made, the council must find that:
 - i. No flooding will occur;
 - ii. The disturbance will not cause erosion or water pollution;
 - iii. The disturbed area can be revegetated and restored to its original state;
 - iv. The developer has made a formal commitment to perform the necessary work to restore the disturbed area.
8. All floodways and drainageways shall be dedicated as drainage easements or drainage rights-of-way with a minimum width of twenty feet.
9. All drainage plans and facilities, including but not limited to streets, storm sewers, culverts, drainage channels, stormwater detention facilities and subsurface disposal systems, shall be prepared and designed by a registered professional engineer in accordance with the standards set forth in the Jackson Drainage Criteria Manual.
10. Consideration shall be given to the design or operation of any proposed drainage facility to ensure that suitable provisions exist for maintenance and that responsibilities for such maintenance shall be clearly defined.
11. Irrigation ditches shall not be used as outfall points for drainage systems unless such use is shown to be without unreasonable hazards, substantiated by thorough

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hydraulic engineering analysis, and unless written approval is granted by downstream appropriators.

12. Where a development will cause the introduction of new pollutants into the runoff water, provision will be made for the storage, treatment and removal of such pollutants.
13. All stream setback areas shall be left in a natural or re-vegetated state. Stormwater detention facilities may be allowed in the setback area provided they do not obstruct the flow of the stream in any way.
14. Floodplain. Show one hundred-year floodplain as delineated on maps prepared by Department of Housing and Urban Development.
15. An overall grading plan, showing two-foot minimum contour intervals and direction of slope, shall be provided with cut-and-fill slopes greater than two to one (2:1) shown clearly.

B. Plan Requirements.

1. The site plan map consisting of one or more twenty-four inch by thirty-six inch sheets at a maximum scale of one inch to one hundred feet shall show the following:
 - a. Project site, including two hundred feet beyond its boundaries or extent of uphill basins;
 - b. Existing contours at two-foot intervals, shown as dashed lines;
 - c. Proposed contours at two-foot intervals, shown as solid lines and cross-sections where appropriate to define all proposed cuts and fills;
 - d. The location of all natural drainage channels and water bodies, including stream setback areas;
 - e. Type, size and location of existing and proposed drainage structures such as storm sewers, retention ponds, grassed channels, etc.;
 - f. Areas of thirty percent slope or greater shall be clearly delineated;
 - g. A delineation of impervious surfaces;
 - h. Cross-sections and longitudinal sections of property and specific drainage structures;
 - i. Indication of accumulated water flows at discharges in cfs. Show direction of flow with arrows;

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2. All engineering calculations for the runoff from the site for both the major and minor storms.
(Ord. 347 § 1 (part), 1986.)

17.24.180 Roadway plan and profiles.

Roadway plans and profiles shall consist of an improvement plan on one or more twenty-four inch by thirty-six inch sheets for street and pedestrian systems showing the following:

- A. The locations of the lots, blocks and streets shown on the plan, and representative finished grades;
- B. Representative street cross-sections with dimensions, showing traffic lanes, curb, gutter and sidewalk;
- C. All compaction standards noted;
- D. Street profiles, including drainage system shown graphically in plan view with estimated runoff and cubic feet per second capacity;
- E. Stamp or seal of the professional engineer preparing the composite;
- F. Signatures indicating review by the following organizations and individuals, as applicable, to be obtained by the applicant:
 1. Town engineer;
 2. Owner and/or developer of property.

(Ord. 347 § 1 (part), 1986.)

17.24.190 Screening and landscaping plan.

This plan shall consist of a plan of the site on one or more twenty-four inch by thirty-six inch sheets showing all natural and manmade features of the site. Proposed and existing landscaping features will be identified as to location, common name, botanical name, existing size, and/or proposed size at planting. All vegetative ground covers will be identified as to name and location, while nonvegetative ground covers will be identified as to type, size and location. The terms "desert" or "natural landscaping" shall not be used in lieu of specific landscaping details. (Ord. 347 § 1 (part), 1986.)

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17.24.200 Traffic circulation plan.

Other submittal materials will show vehicular and pedestrian traffic flow on the site. This plan shall consist of one or more twenty-four inch by thirty-six inch sheets at an appropriate scale, and shall show vehicle trips entering and leaving the site and anticipated traffic volumes on adjacent streets. If traffic volumes are increased to exceed capacity of street as determined by the town engineer, this plan shall show methods of mitigating impact. Such action shall be taken on any street and intersection until the impact is absorbed by facilities of sufficient capacity. Base calculations on the latest edition of Institute of Transportation Engineers Trip Generation Manual. (Ord. 347 § 1 (part), 1986.)

17.24.210 Development schedule.

- A. This schedule shall consist of projected dates for the beginning and completion of a project. If the project is proposed in stages, each stage shall have a development schedule.
- B. Each phase shall be complete and not be dependent on subsequent phases to provide for a complete neighborhood. This schedule shall detail:
 1. The approximate date when construction of the project can be expected to begin;
 2. The stages in which the project will be built and the approximate date when the construction can be expected to begin;
 3. The anticipated rate of development;
 4. The approximate dates when the development of each of the stages in the development will be completed;
 5. The area and location of common open space that will be provided at each stage.

(Ord. 347 § 1 (part), 1986.)

17.24.220 Fiscal model.

- A. This report, prepared by the town of Jackson and paid for by the applicant, shall demonstrate the additional costs to

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to the town which result from the proposed development. The results shall be derived from an acceptable computer model designed specifically for the purpose of analyzing public cost impacts. The report shall address initial construction and long term maintenance and operation costs. The report shall address at a minimum:

1. Water supply and treatment;
2. Sewerage collection and treatment;
3. Roads and streets;
4. Parks and open space;
5. Trash collection and disposal;
6. Police and fire protection;
7. General administration services;
8. Hardy Cross or similar analysis for water systems;
9. School age children.

B. The following is input data required for this modeling:

1. Required Input, Residential Project.
 - a. Initial year of home sales,
 - b. Last year of home sales,
 - c. Average annual inflation rate,
 - d. Number of sales per year,
 - e. Sales price per year or initial average sales price,
 - f. Home price inflation rate,
 - g. Number of people per household,
 - h. Number of children per household,
 - i. Number of elderly per household,
 - j. Location of project/development,
 - k. Type and amount of developer provided services,
 - l. Percentage of sales to non-Wyoming residents,
 - m. Type of residential development (land sales or other);
2. Required Input, Nonresidential Project.
 - a. Initial year of nonresidential development,
 - b. Final year of nonresidential development,
 - c. Opening date of desired nonresidential development (commercial, industrial, institutional),
 - d. Dates of any additions or expansions to nonresidential development,
 - e. Size of development in square feet,

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- f. Number of full-time employees,
- g. Total annual payroll,
- h. Market value of structure,
- i. Type of other nonresidential components, i.e., industrial, institutional, if any,
- j. Location of development. If you desire to use other than average county data, you must provide average home price for employees, average household size, and number of children per household,
- k. Type and amount of developer-provided services, if any,
- l. Percentage of non-Wyoming resident employees,
- m. Average annual inflation rate,
- n. Average home price inflation,
- o. Number of elderly per household.

(Ord. 347 § 1 (part), 1986.)

17.24.230 Water rights commitment.

This shall be a legal document developed by an attorney and appropriately attested and signed designating the disposition of water rights which are attached to the land which is subject to development. (Ord. 347 § 1 (part), 1986.)

17.24.240 Evidence of title.

This document shall consist of an exact copy of a certificate of a title insurance company or attorney's opinion which shall set forth the names of all owners of property included in the plan, and shall include a list of all individuals or entities who may have an interest via mortgages, judgments, liens, easements, contracts and agreements of record which shall affect the property covered by the plans. (Ord. 347 § 1 (part), 1986.)

17.24.250 Draft of articles.

For any project which is proposed to use one or more of the following articles, a draft of such is required. This draft shall be provided in the form as it will be used. At the final submittal it

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shall be signed and witnessed by all parties involved in development and ownership. Final copies shall be filed with the plat. The drafts shall include:

- A. Covenants;
- B. Architectural standards;
- C. Grants of easements (if not shown on a plat);
- D. Articles of incorporation;
- E. Bylaws;
- F. Homeowners' association rules and regulations;
- G. Powers of attorney;
- H. Maintenance agreements and plans for common ownership and open space. (Ord. 347 § 1 (part), 1986.)

17.24.260 Legal description.

This document shall consist of a legal description of the proposed project typed on eight and one-half inch by eleven inch paper. This shall conform to format and content as required for a legal plat. (Ord. 347 § 1 (part), 1986.)

17.24.270 Adjacent property owners.

This document shall consist of a typed list of owners of adjacent properties which are located within one hundred forty feet of the proposed project property. Provide names and addresses of landowners, as well as name and address of any landowners' associations relating to these properties. (Ord. 347 § 1 (part), 1986.)

17.24.280 Location and vicinity map.

This document shall consist of a location map, drawn at a scale of one inch equals four hundred feet covering a one-fourth-mile radius of the project showing the following:

- A. Existing and planned streets and highway systems;
- B. Zoning districts, municipal limits, taxing districts and any other special districts;
- C. Significant watercourses.

(Ord. 347 § 1 (part), 1986.)

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17.24.290 Tax certification.

This shall be the county treasurer's written certification showing no tax encumbrances to the land. (Ord. 347 § 1 (part), 1986.)

17.24.300 Erosion control plan.

This plan shall consist of reports and maps showing:

- A. Adequate sedimentation control, which shall be accomplished throughout construction phases as well as during the ongoing operation of the use;
- B. Any necessary permanent sedimentation control structures and/or facilities to mechanically stabilize the soil (e.g. sedimentation ponds, dikes, seeding, retaining walls, riprap, etc.).

(Ord. 347 § 1 (part), 1986.)

17.24.310 Historical/archaeological report.

This report shall consist of narrative and maps necessary to identify sites of historical and/or archaeological significance. The sources of information used in preparing the report shall be listed. (Ord. 347 § 1 (part), 1986.)

17.24.320 Minimum submittal requirements.

- A. Each applicant for approval of a development or project subject to the requirements of this title shall be required to submit each of the documents or reports set forth in Section 17.24.040 through Section 17.24.310, provided that the town planner, with the approval of the town engineer, may exempt a project or applicant from submission of any of the listed documents when they determine that the information to be provided is redundant or duplicative of information already provided, or is inapplicable or irrelevant because of the location, size or type of development or project for which approval is sought.
- B. Each development under jurisdiction of this code must initiate the application and review process with a pre-application meeting. At this time the project will be

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discussed and the exemptions, if any, will be determined by the staff and developer. The documents and fees will be determined, and an action sheet will be provided which shall show all of the submittal requirements on the schedule for submission.

(Ord. 347 § 1 (part), 1986.)

Chapter 17.26

REQUIRED PUBLIC IMPROVEMENTS AND DESIGN STANDARDS

Sections:

- 17.26.010 Required public improvements.
- 17.26.020 Guarantee of public improvements.
- 17.26.030 Completion of improvements.
- 17.26.040 Streets, alleys and easements.
- 17.26.050 Lots and blocks.
- 17.26.060 Irrigation systems and design.
- 17.26.070 Potable water system.
- 17.26.080 Sanitary sewer system.
- 17.26.090 Public sites and parks.

17.26.010 Required public improvements.

The following improvements shall be constructed and be the responsibility of the developer as in the development improvements agreement in a manner approved by the town council, which is consistent with sound construction and adopted standards. No improvements shall be made until required plans, profiles and specifications have been submitted and approved:

- A. Roads, streets, and alleys in accordance with the adopted standards;
- B. Street signs and streetlights shall be required;
- C. Sanitary collection system;
- D. Water supply, storage and distribution system, and fire hydrants;

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- E. Storm drainage system and/or irrigation system, as required;
- F. Utilities required by the plan, such as telephone, cable TV, electric and gas services. All utilities shall be installed underground. Where applicable, utilities shall be in place prior to street or alley surfacing. Aboveground facilities necessary to serve underground facilities, other installation of peripheral overhead electrical transmission and distribution feeder lines, or other installation of either temporary or peripheral overhead communications, distance, trunk or feeder lines may be allowed;
- G. Permanent reference monuments and monument boxes;
- H. A fee in-lieu-of may be provided for these improvements at the option of the town;
- I. Park improvements to include parking, lawns, sprinkler/watering system, landscaping;
- J. Landscaping, screening, and parks improvements;
- K. The developer may also be required, at the option of the town and as demonstrated by the fiscal model, to mitigate cost and facility impacts to the general town administration, police and fire protection.

(Ord. 348 § 1 (part), 1986.)

17.26.020 Guarantee of public improvements.

No development shall be approved until the developer has submitted the following:

- A. Prior to the approval of any final plat by the town council, the subdivider shall guarantee the installation of the necessary public facilities by providing a performance and payment bond, an irrevocable letter of credit, funds in escrow, or other appropriate commitment to guarantee the complete and timely development of any facilities or improvements which are the subdivider's responsibility. The commitment shall be for one hundred twenty-five percent of the cost of improvements, as estimated by the subdivider's licensed professional engineer and approved by the town engineer. The subdivider shall also execute a subdivision improvements agreement contract form provided by the town. The standard contract shall, among other

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things, specify that the required improvements be installed within the time stated, in accordance with the requirements of the town engineer or consulting engineer, and, where applicable, the requirements of the Wyoming Department of Environmental Quality. The contract shall be reviewed and approved by the town attorney. The time specified for the completion of the required improvements shall not exceed twelve months from the date the final plat was approved by the town council.

B. As improvements are completed, the developer may apply to the town council for a release of part of all of the guarantee. Upon inspection and approval, the town council shall release the guarantee. If the town council determines that any of the improvements are not constructed in substantial compliance with approved specifications and/or requirements, it shall furnish the developer a list of specific deficiencies and shall be entitled to withhold collateral sufficient to insure compliance. If the town council determines that the developer will not construct any or all of the improvements in accordance with all of the specifications and/or requirements, the town council will draw and expend from the deposit of collateral such funds as may be necessary to construct the improvements.

C. Oversize and Off-Site Improvements. The town may require installation and construction of utilities, pavement and other land improvements in excess of subdivision design needs, to assure adequate service to future development areas. Such oversize improvement requirements shall be determined by the town.

1. Cost of Oversize Improvements. The subdivider shall be required to pay for only that part of the construction costs for the arterial streets, trunk sewers or water lines which are serving the proposed subdivision, as determined by the town engineer. The town shall mutually establish with the subdivider a proportionally distributed cost to be shared by the town, subdivider, and other people who will benefit from such oversize improvements constructed to ultimately service the surrounding area.

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2. Off-site Extensions. If streets or utilities are not available or adequate for services at the boundary of a proposed subdivision, the subdivider may be required to obtain necessary easements or rights-of-way and construct and pay for any extensions necessary to connect the proposed subdivision to adequate utility lines.
- D. The improvements guarantee shall include all associated tap fees and capacity fees.
- E. All public improvements must be designed by a professional engineer licensed to do such work in the state of Wyoming. Appropriate architectural features shall be designed and certified by a registered architect.
- F. As provided in the contract, the subdivider shall install the required improvements in a timely manner and in accordance with plans, specifications and data as approved by the town engineer.
- G. Prior to the approval of any completed improvements, as-built drawings and specifications for streets, water, sewer and drainage facilities must be submitted to the town engineer. The plans shall be submitted on twenty-four inches by thirty-six inches mylar and accompanied by two sets of prints. The plans shall show the detailed location of all utilities to include service lines to lots. A permanent benchmark shall be described on each sheet.
- H. The following certification by the project engineer shall appear on the face of the plans.

I certify that these plans were prepared under my direct supervision and control, that they accurately represent the referred to improvements as they have been constructed in the field, and that the improvements as installed conform to the requirements of the Department of Environmental Quality, the State Highway Department, the Town Engineer, and other applicable agencies.

Engineer _____
Wyoming P.E. No. _____

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- I. At any time after the completion of construction of public streets and their inspection by the town engineer, the subdivider may request that the town accept maintenance of the streets. The council may accept the maintenance responsibility at its discretion. The developer shall provide a one-year warranty on the construction from the time of the acceptance by the town.

(Ord. 348 § 1 (part), 1986.)

17.26.030 Completion of improvements.

- A. Construction of Required Public Improvements.
 1. Prior to commencing construction, the developer shall contact the appropriate agency for requirements on submittal of construction plans and inspection requirements.
 2. When the developer subcontracts for the service, the developer shall be responsible for construction.
 3. Following construction, inspection and approval of all or a portion of the required improvements, the developer may request, in writing, that the approved portion be accepted for maintenance by the appropriate agency. The agency shall establish the developer's limits of responsibility for the improvements. The limits may consist of a guarantee of materials and workmanship for a limited period of time, not to exceed one year following the acceptance for maintenance.
- B. Release of Improvements Agreement and Guarantee.
 1. The developer shall submit a written request for a release from the improvement agreement for the portion which has been accepted for maintenance by the appropriate agency. This request shall be accompanied by proof of acceptance for maintenance and proof that there are no outstanding judgments or liens against the property.
 2. The town council, or its authorized representative shall review the request. If the requirements of the improvement agreement, concerning that portion requested for release, have been complied with, the appropriate

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document of release shall be recorded with the county clerk and recorder's office.

3. Release of the improvement agreement does not constitute certificate of completion and release of responsibility.
- C. Certificate of Completion and Release of Responsibility.
 1. Upon expiration of the limits of responsibility, the developer may request a certificate of completion and release of responsibility from the appropriate agency.
 2. Upon issuance of the certificate and release, all responsibility for the improvements shall be assumed by the maintaining party.
 3. The town shall not have any responsibility with respect to any street, or other improvement, notwithstanding the use of the same by the public, unless the street or other improvement has been accepted by the town.
 4. Prior to requesting final acceptance of streets, water, sewer and storm drainage facilities, the developer shall furnish to the town engineer as-built drawings in reproducible form and copies of results of all construction control tests required by town specifications.
 5. Upon due notice from the developer, the town engineer will conduct a final inspection of the public improvements and will furnish a written list of any deficiencies noted. The town engineer will base his inspection on compliance with the approved construction plans, profiles and specifications, as required by the development regulations. Upon satisfactory completion of all construction in accordance with the approved plans as certified by a registered engineer in the state of Wyoming, profiles and specifications and receipt of reproducible as-built drawings and satisfactory test results, the town engineer will notify the developer in writing of the town's acceptance of the public improvements.

(Ord. 348 § 1 (part), 1986.)

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17.26.040 Streets, alleys and easements.

- A. The standards for right-of-way and street design are to be used in the design and construction of all new streets, and as guides in the improvement of the existing street system. It is recognized that standards cannot be developed which will apply to all situations. In those instances where these standards are not applicable, the proposed design must be approved by the town engineer.
- B. The objective in presenting street-development standards is to establish factors which shall be considered in the design process. The standards presented are a mixture of proven criteria, specification standards, and performance experience bearing upon practical street design concerns. It should be clearly understood that a minimum standard defined to assure functional utility may be less than desirable from some standpoints.
- C. General Standards.
 - 1. Adequate vehicular and pedestrian access shall be provided to all parcels.
 - 2. Local street systems shall be designed to minimize through-traffic movements.
 - 3. Street patterns shall minimize out-of-the-way vehicular travel.
 - 4. Street systems shall be logical and comprehensible, and systems of street names and house numbers shall be simple, consistent and understandable.
 - 5. Local circulation systems and land development patterns shall not detract from the efficiency of bordering major streets.
 - 6. Elements in the local circulation system shall not have to rely on extensive traffic regulations in order to function efficiently and safely.
 - 7. Traffic generators within residential areas shall be considered in the circulation pattern.
 - 8. Planning and construction of residential streets should clearly indicate their local function.
 - 9. The local street system shall be designed for a relatively uniform low volume of traffic.
 - 10. Local streets shall be designed to discourage excessive speeds.

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11. Pedestrian-vehicular conflict points shall be minimized.
12. A minimum amount of space shall be devoted to street uses.
13. There shall be a minimum number of intersections.
14. The arrangement of streets will permit economical and practical patterns, shapes and sizes of development parcels.
15. Streets shall be related to topography from the standpoint of both economics and amenities.
16. Appropriate provisions for transportation service within residential areas shall be established.
17. Street layouts shall conform to adopted plans and policies. The developer shall not be permitted to reserve a strip of land for the purpose of controlling access to a street.
18. Paved alleys in residential subdivisions may be permitted. Alleys or service areas shall be provided in commercial and industrial areas to provide access. Alleys that are provided shall conform to the standards.
19. Easements shall be provided along lot lines as required for utilities. Alleys that are available may be used as a substitute for some easements. Easements may be fenced, but shall be easily accessible by means of removable fence sections or gates. No permanent structures shall be erected on easements. Maintenance of easements shall be provided at all times. The town reserves the right to enter and cause improvements or maintenance to be done and assess the property owners.
20. A developer shall be required to dedicate rights-of-way for public streets and easements that are needed to serve the area being developed. Existing roads in or adjoining the site being developed shall be dedicated to the minimum width required by the classification. Right-of-way and temporary dead-end streets shall be provided to provide access to adjacent properties and facilitate a smooth efficient circulation pattern.

D. In all cases provisions shall be made for the extension of arterials and collectors as designated on the master plan.

PUBLIC IMPROVEMENTS AND DESIGN STANDARDS

The street standards (typical sections) shown shall govern the development of designated streets in the town of Jackson.

- E. Decisions regarding street layout shall result from engineering evaluations of a variety of factors including topography, soil characteristics, geologic conditions, drainage patterns, potential storm runoff, length and character of streets, types and locations of abutting land uses and purpose of individual streets. Neighborhood street layouts shall be designed to prevent, or discourage, the use of local streets as shortcuts for through traffic. To the extent feasible, the number of street intersections shall be minimized, and the overall length of streets should also be minimized. Major elements of the street system may be used to help define and buffer different land use areas enhancing their identity and cohesiveness.
- F. Access.
 1. Except for courts and cul-de-sacs, streets shall connect with streets already dedicated in adjoining or adjacent subdivisions, or provide for future connections to adjoining unsubdivided tracts, or shall be a reasonable projection of streets in the nearest subdivided tracts.
 2. a. Local streets shall be so planned as to discourage their use by nonlocal traffic, but provisions must be made for adequate traffic circulation. Courts or cul-de-sacs will be permitted where topography, enhancing privacy or other conditions fit their use, so long as adequate traffic circulation is provided. Cul-de-sacs shall not be longer than seven hundred feet, and five hundred in hillside and commercial subdivisions. A paved turnaround shall be provided at the closed end, with a radius of at least fifty feet to the inside edge of curb and gutter and a right-of-way radius of at least sixty-five feet, unless special provisions for snow storage are provided.
b. Cul-de-sacs shall not be used in hillside applications unless cuts and fills of three-foot depth or less are provided.
 3. Access points from subdivisions to major highways and arterial streets shall be limited in number, given special

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geometric design consideration, generally spaced one thousand two hundred feet apart, and whenever possible located where other features are not competing for driver attention. Access points may require the construction of acceleration, deceleration and turning lanes to existing highways, or arterial streets, when warranted by expected future traffic volumes to the subject or related subdivision. Driveway entrances shall not be allowed on arterial streets, and wherever possible on collector streets also. Driveways shall not be located at less than twenty-five feet from the curbline on an intersecting street. Driveway entrance dimensions and construction details shall be in accordance with the driveway standards.

G. Right-of-Way.

1. Street right-of-way must be sufficient to accommodate vehicular traffic; pedestrians; all public utilities; on-street parking where provided and in some cases bicycles, special storm-drainage facilities, snow storage, or other special treatments such as medians or traffic channelization.
2. In accordance with the street standards for all public ways hereafter dedicated and accepted, the minimum right-of-way widths for streets, alleys or pedestrian ways included in any subdivision shall not be less than the minimum dimensions for each classification, as follows, and shall be in accordance with the Master Plan:

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Table 17.26.040 – 1

Right-of-Way Widths

	Design Speed (mph)	Capacity Average Daily Traffic (ADT)	R.O. W.
Major arterial (limited access)	55	8000 and up	100 feet
Minor arterial	45	3500 – 8000	80 feet
Collector	35	1500 – 3500	66 feet
Collector – Hillside	30	1500 – 3500	60 feet
Local	25	up to 1500	50 feet
Local – Hillside	20	up to 1500	50 feet
Marginal access	40	1500 – 3500	40 feet
Cul-de-sac	25	up to 1500	65 foot radius
Alley	15		25 feet
Bicycle way			12 feet
Pedestrian way			6 feet

3. A drainage easement, in addition to the provided street right-of-way width, may be required where streets parallel streams or drainage area.

4. The widths of such drainage easements shall be determined by the town engineer.

H. Pavement Widths and Thickness.

1. Street pavement widths shall be in accordance with Table 17.26.040 – 2. Alleys shall have a minimum pavement width of twenty feet and off-street pedestrian ways shall have a minimum pavement width of four feet. Street turn-lanes provided at intersections and acceleration/deceleration lanes shall be ten feet wide. Travel lanes shall be twelve feet wide. Bicycle ways shall have a minimum pavement width of eight feet. Where bicycles and pedestrian paths are combined, the minimum width is ten feet.

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2. The dimensions of lane width, parking width, turn-lane width, curb and gutter width and island width shall be followed in all cases. Variations in paving widths are given to provide flexibility, reduce costs and reduce pavement areas. However, consistency within a continuous right-of-way is required. The widest parking width will be required where the following conditions exist:
 - a. The accumulation of traffic as the street progresses through the development increases and the street is continuous without ninety-degree turns;
 - b. The street is anticipated to serve adjacent properties, in which case it shall be sized to serve the density of planned development;
 - c. The street is required to be of a certain class to fit the overall transportation plan.
3. Any proposed variations from the standards shown must be approved by the town council.
4. The street structural section shall be designed by a registered engineer based on the physical characteristics of the soils upon which the street is to be constructed and the projected future traffic volumes for the street.

I. **Urban and Rural Classifications.** The primary visual differences between urban and rural are vertical curb-and-gutter and pedestrian ways. Vertical curb-and-gutter in conformance with these standards shall be provided where the density level exceeds four units per acre (high). In density levels between two and four units per acre (medium), both urban and rural sections are allowed. Curb-and-gutter shall be used as described below and where intersections of roads generally in the development are closer than five hundred feet apart. In densities less than two units per acre (low), it shall be provided where it is determined necessary to:

- a. Protect pedestrians;
- b. Protect children at play;
- c. Define the roadway in unusual higher traffic areas than surrounding development suggests;
- d. Define and control traffic at intersections;

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- e. Controlled access is desired;
- f. Provide for better storm drainage solutions in level terrain or poor soil/erosion conditions.

J. Horizontal Alignment.

- 1. Horizontal alignments are usually dictated in large measure by the intended or existing land use of adjacent properties. However, where possible both horizontal and vertical streets should relate to the natural contours of the site insofar as is practical while being consistent with safe geometric design.
- 2. Arterial streets shall be designed in accordance with AASHTO "A Policy on Arterial Highways in Urban Areas."
- 3. Collector and local street curves should be designed with as large a radius curve as feasible, with the radius controls shown in Table 17.26.040 – 3.
- 4. Where topography is such that it may be necessary to include "switchbacks" in the local street layout, the minimum radius may be reduced to one hundred feet, provided that the street grade is not greater than four percent through the switchback and for a distance of one hundred feet each way from the point of tangency.
- 5. Street alignment in commercial and industrial areas shall be commensurate with the topography but should be as direct as possible. Alignment in residential areas should fit closely the existing topography to the extent possible without reducing the safety of the facility.

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Table 17.26.040 - 3

Minimum Curve Radius and Tangent Lengths						
Design speed (mph)	15	20	25	30	35	40
Minimum centerline radius	60	100	175	250	275	550
						700
Minimum tangent length between points of tangency	50	75	100	150	200	250
						250
						250

* 15 and 20 mph curves restricted to switchbacks.

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K. Vertical Alignment.

1. Vertical street alignments shall relate to the natural topography insofar as is practical so as to minimize the need for cuts or fills while being consistent with safe geometric design.
2. Arterial streets shall be designed in accordance with AASHTO "A Policy on Arterial Highways in Urban Areas."
3. All changes in street grade shall be connected by vertical curves of such length to provide for the minimum stopping sight distances noted in Table 17.26.040 – 4.

L. Grades

1. Maximum Street Grades.

	Normal	Hillside
Arterial	6%	7%
Collector/		
Marginal Access	7%	8%
Minor	8% (6% in commercial and industrial areas)	8%

2. In order to provide for proper drainage, the minimum grade to be used for streets with paved gutters shall be a minimum of 0.40 percent. Where grades of four percent or steeper are necessary the drainage design may become critical. On such grades, if curb and gutter is not used, an analysis of soil erosion in ditches or swales shall be performed and the mitigation of erosion provided.
3. All pavements on local or collector streets shall have a normal crown with a typical cross-slope or 0.015 foot per foot. Pavement cross-slope on local or collector streets at intersections or in special cases shall not exceed 0.05 foot per foot.
4. Finished cut or fill slope shall be no steeper than two foot horizontal to one foot vertical (2:1) unless stabilized with structural support. Cut or fill slopes for roads shall not exceed fifteen feet in height unless approved by the town engineer and said slopes have been designed considering soils properties. Cut slopes for

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buildings shall not exceed fifteen feet in height unless a structural alternative acceptable to the town engineer is provided, but in no case shall the height of the cut exceed the height of the building. Fill slopes shall not be located on natural slopes 2:1 or steeper, or where fill slope toes out within twelve feet horizontally of the top of an existing or planned cut unless the fill has been designed by a qualified soils engineer.

5. Tops and toes of cut-and-fill slopes shall be set back from site boundaries a distance of five feet plus one-half of the vertical height of the cut or fill slope, but not more than a horizontal distance of fifteen feet shall be required. Tops and toes of cut-and-fill slopes shall be set back from structures a distance of six feet plus one-fifth the height of the cut or fill, but not exceeding ten feet.
6. On roads, fill slopes shall not be located where the base of the slope is within fifteen feet horizontally of the top of an existing or planned cut slope, except at road switchbacks.

M. Intersections.

1. Under normal conditions, streets shall be laid out so as to intersect as nearly as possible at right angles, except where topography or other site conditions justify variations. A minimum angle of intersection of streets generally shall be sixty degrees.
2. Safe sight distances at all intersections shall be assured. Intersections including median openings shall be designed with adequate corner sight distance and the area kept free of obstacles. "Corner sight distance" is defined as measured from a point on the minor road at least fifteen feet from the edge of the major road pavement and measured from a height of eye of 3.75 feet on the minor road to a height of object of 4.5 feet on the major road. The intersection sight distance shall be as follows:

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Table 17.26.040 – 4

Minimum Sight Distances

Street Classification	Terrain Class	
	Level	Hillside
Arterials	350 ft.	300 ft.
Collectors	250 ft.	150 ft.
Locals	200 ft.	110 ft.
Marginal access	250 ft.	150 ft.

3. In addition to the corner sight distance requirement, no fence, wall, entrance, hedge, shrub planting, tree or other sight obstruction above two and one-half feet above the pavement elevation, excepting the trees existing as of the eighteenth day of March, 1986, shall be located within the triangular area formed by curblines and a line connecting them at points thirty feet from their point of intersection in residential zones and fifteen feet in commercial zones.
4. Streets entering the opposite sides of a street shall either be directly across from each other or offset by at least one hundred twenty-five feet from centerline to centerline.
5. The gradient within one hundred feet of an intersection shall not exceed five percent and shall be as flat as reasonably possible.
6. Curb corner radii at all intersections shall be a minimum of fifteen feet, and pedestrian ramps shall be provided at each corner.
7. Intersections which include collector or arterial streets shall be designed to allow for future traffic-signal installation. Geometry and all other details of these intersections shall be as approved by the town engineer.

(Ord. 348 § 1 (part), 1986.)

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17.26.050 Lots and blocks.

- A. All blocks shall have a length of at least four hundred feet but not more than twelve hundred feet. Blocks longer than one thousand feet shall provide for a crosswalk at midblock.
- B. No parcel created under this title shall have less area than required under the applicable zoning requirements.
- C. Each lot or parcel shall provide vehicular access to a public street. Parcels with a front and a rear street frontage shall be permitted only where necessary to provide separation from arterial streets or incompatible land uses. Rear yards fronting on arterial streets shall be fenced with a minimum six-foot-high solid fence.
- D. Side parcel lines shall be substantially at right angles or radial to street right-of-way lines.
- E. Generally the average lot width shall not differ from the average lot depth by a factor of less than thirty percent.
- F. Generally the block depth shall allow for lots back-to-back.
- G. Corner and three-sided lots shall be larger to allow the same building area as single-frontage lots in the same subdivisions.
- H. Flag lots may be permitted, but are discouraged. If used, the side of the lot closest to the street of access shall not be more than one hundred feet from the street right-of-way. The access portion of the flag lot shall be wide enough to accommodate a twelve-foot driveway plus drainage structures, as well as snow storage for the driveway.

(Ord. 348 § 1 (part), 1986.)

17.26.060 Irrigation systems and design.

- A. If irrigation water is to be made available in a development, it shall be the responsibility of the developer to install an approved delivery system. Such a system shall meet minimum delivery requirements for the development and shall encompass the control of wastewater, drainage water and surface water resulting from irrigation; and protect and deliver the water rights of others using the same water source.
- B. The developer may elect one of the following irrigation systems to provide irrigation water to parcels and other area within the development:

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1. Open concrete-lined ditch system. Other linings may be permitted if they do not create groundwater problems or erosion, and are easily maintained;
2. Underground pipe gravity-flow system;
3. Underground pressurized system.

C. Water rights not used for irrigation should be abandoned, sold, or reserved for the town of Jackson.

(Ord. 348 § 1 (part), 1986.)

17.26.070 Potable water system.

- A. All water distribution systems shall comply with all regulations and specifications of the state and county health departments.
- B. A public distribution system as an extension of the system maintained by the town of Jackson, and individual water meters per building ownership, shall be required in all developments. Separate water districts will not be allowed.
- C. Fire hydrants shall be located and have fire flow capabilities in accordance with the requirements of the local jurisdiction providing fire protection.
- D. Water lines, where required, shall be designed to connect each parcel with mains in accordance with applicable engineering standards.
- E. Appropriate extensions and appurtenances shall be provided for system expansion into adjacent areas. The town may elect to participate in certain oversizing to achieve overall system improvements. The town may require oversizing and system improvements to insure adequate service within the development and impacted areas.
- F. Water main extensions shall be approved by the officially designated agency of the state and town.
- G. Fire Protection. Fire hydrants shall be required for all subdivisions. Fire hydrants shall be located in residential areas so that one fire hydrant is available within three hundred feet of every structure and two are available within five hundred feet of every structure. For commercial, high-density residential and industrial uses, the number and location will be required by the ISO analysis and shall be approved by

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the Jackson/Teton County Fire Department. To eliminate future street openings, all underground utilities for fire hydrants, together with the fire hydrants themselves and all other supply improvements, shall be installed before any final paving of a street shown on the subdivision plat. Fire hydrants shall be placed on a six-inch looped pipe minimum with the ultimate pipe size sized to accommodate anticipated fire flows.

(Ord. 348 § 1 (part), 1986.)

17.26.080 Sanitary sewer system.

- A. A public sanitary sewer collection system as maintained by the town of Jackson shall be required for all subdivisions.
- B. Subdivisions lying within a designated 201 Planning Area shall comply with that adopted plan.
- C. Extensions to adjacent properties shall be required as well as oversizing to accommodate future growth.

(Ord. 348 § 1 (part), 1986.)

17.26.090 Public sites and parks.

All new subdivisions, lot splits, and resubdivisions, including condominiums and townhouse projects to be developed or constructed on property which is the subject of an approved, recorded plat, shall be required to dedicate lands for school and park development. Any subdivision, lot split, resubdivision, or condominium or townhouse subdivision or development on land subject to a recorded plat for which exactions have been fully and properly paid pursuant to this chapter shall not be subject to exactions, except for the incremental increase in the number of dwelling units, if any, over and above those permitted by the previous plat for which exactions were paid. All parks shall provide for active, organized play. Park sizes must be justified for intended uses and relating parking.

- A. The town council will accept proper dedication of public site park and/or open space areas. The dedication of land area shall be 9.0 acres per one thousand residents and in accordance with

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adopted plans and policies. Land dedicated for such use shall be determined usable by the staff for the projected uses. The applicant will be required to provide for park improvements in the improvements agreement. Minimum park sizes of usable land are:

1. Urban (core only), two acres;
2. Neighborhood (serving one limited neighborhood), four acres;
3. Organized sport parks (serving neighborhoods), twelve acres.

B. The town council may consider payment in lieu of dedication of public lands. This payment shall be in the same proportion as indicated above for dedication of land with the conversion of land to dollars based on an appraisal determined immediately prior to the submittal of the preliminary plat. Where no preliminary plat is required, such appraisal shall be determined upon the date application was made for the project. The amount determined shall be tendered after the final plat approval prior to recording, or prior to issuance of a permit in the case of a lot split. The value shall be determined, at the developer's expense, by an accredited real estate appraiser (member of American Institute of Real Estate Appraisers or Society of Real Estate Appraisers) not otherwise involved in the development. In the event final plats of the area are filed in sections, the amount determined shall be payable proportionately, based on gross area included in the plat being submitted for approval. All money received shall be used by the town to acquire or develop land for parks, open space and schools.

C. The developer shall be required to dedicate land of sufficient size for school sites. Dedication of land shall be in accord with this schedule:

.020 acres per unit—low density residential (one unit or less per 7,500 square feet);

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.017 acres per unit—medium density residential (more than one unit per 7,500 square feet of lot or site area up to 14 dwelling units per acre, exclusively of any public rights-of-way);

.014 acres per unit—high density residential (14 dwelling units per acre or more, exclusive of public rights-of-way).

D. All subdivisions bordering on Flat Creek shall provide for a ten-foot fishing easement along the creek. Public access to the easement shall be required.

(Ord. 469 § 1, 1993; Ord. 468 § 1, 1993; Ord. 467 § 1, 1993; Ord. 352 §§ 1, 3, 1986; Ord. 348 § 1 (part), 1986.)

DESIGN STANDARDS—GENERALLY

Chapter 17.32

DESIGN STANDARDS—GENERALLY

Sections:

17.32.010 Conformity with master plan and official map.

17.32.010 Conformity with master plan and official map.

The proposed subdivision shall conform to the master plan and official map. (Ord. 157 § 9(a), 1973.)

Chapter 17.36

DESIGN STANDARDS—STREETS

Sections:

- 17.36.010 Conformity with official map and master plan.
- 17.36.020 Relation to adjoining street system.
- 17.36.030 Projection of streets.
- 17.36.040 Streets carried to property line.
- 17.36.050 Dead-end street or cul-de-sac.
- 17.36.060 Marginal access streets.
- 17.36.070 Minor streets.
- 17.36.080 Street widths.
- 17.36.090 Intersections.
- 17.36.100 Street deflections.
- 17.36.110 Reverse curves.
- 17.36.120 Subdivision into tracts larger than ordinary building lots.
- 17.36.130 Reserve strips.
- 17.36.140 Street grades.
- 17.36.150 Abutting subdivision.
- 17.36.160 Half streets prohibited.
- 17.36.170 Street names and numbers.
- 17.36.180 Access to streets across ditches.
- 17.36.190 Vacation of streets.
- 17.36.200 Private streets.

DESIGN STANDARDS—STREETS

17.36.210 Hardship to owners of adjoining property avoided.

17.36.220 Street interval.

17.36.010 Conformity with official map and master plan.

The arrangement, character, extent, width, grade and location of all streets shall conform to the official map and master plan and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of the land to be served by such streets. Where not shown on the official map or master plan, the arrangement and other design standards of streets shall conform to the provisions found herein. (Ord. 157 § 9(b)(1), 1973.)

17.36.020 Relation to adjoining street system.

The arrangement of streets in a new subdivision shall, whenever practicable, make provisions for the continuation of existing streets in the adjoining areas. (Ord. 157 § 9(b)(2), 1973.)

17.36.030 Projection of streets.

Where adjoining areas are not subdivided, the arrangement of streets in a new subdivision, shall, whenever practicable, make provisions for the proper projection of streets. (Ord. 157 § 9(b)(3), 1973.)

17.36.040 Streets carried to property line.

When a new subdivision adjoins unsubdivided land susceptible of being subdivided, then the new streets shall be carried to the boundaries of the tract proposed to be subdivided. (Ord. 157 § 9(b)(4), 1973.)

17.36.050 Dead-end street or cul-de-sac.

Dead-end streets or cul-de-sacs, designed to be so

DESIGN STANDARDS-STREETS

permanently, shall not be longer than five hundred feet and shall be provided at the closed end with a turn-around having an outside roadway diameter of at least one hundred feet, and a street property line diameter of at least one hundred twenty-five feet. If a dead-end street is of a temporary nature, a similar turn-around shall be provided and provision made for future extension of the street into adjoining properties. (Ord. 157 § 9(b)(5), 1973.)

17.36.060 Marginal access streets.

Where a subdivision abuts or contains an existing arterial street the commission may require marginal access streets or other such treatment as may be necessary for adequate protection of residential properties and to afford separation of through and local traffic. (Ord. 157 § 9(b)(6), 1973.)

17.36.070 Minor streets.

Minor streets shall be so laid out that their use by through traffic will be discouraged. (Ord. 157 § 9(b)(7), 1973.)

17.36.080 Street widths.

A. Street widths shall not be less than as follows:

Street Type	Width
Arterial	80
Collector	60
Minor, for row houses and apartments	50
Minor, for other residences	50
Marginal access	40

B. In front of areas designed and zoned or where a petition for a change in zoning is contemplated for commercial use, to permit such use the street width shall be increased by such amount on each side as may be deemed necessary by the commission to assure the free flow of through traffic without interference by parked or parking vehicles and to provide safe parking space for such commercial or business district.

(Ord. 157 § 9(b)(8), 1973.)

DESIGN STANDARDS—STREETS

17.36.090 Intersections.

The intersection of more than two streets at one point shall be avoided except where it is impracticable to secure a proper street system otherwise. Streets shall intersect one another at an angle as near to a right angle as possible, and no intersections of streets at angles less than sixty degrees shall be approved. Street intersections shall be rounded with a minimum radius of ten feet on minor streets and fifteen feet for arterial or collector streets, measured at the back curbs when the said intersection occurs at right angles. If an intersection occurs at an angle other than a right angle, it shall be rounded with a curve of a radius acceptable to the commission. In business districts, the commission may permit comparable cut-offs or chords. (Ord. 157 § 9 (b)(9), 1973.)

17.36.100 Street deflections.

When connecting street lines deflect from each other at any one point by more than thirty degrees, they shall be connected by a curve with a radius adequate to insure a sight distance of not less than one hundred feet for minor and collector streets, and of such greater radii as the commission shall determine for special cases. (Ord. 157 § 9(b)(10), 1973.)

17.36.110 Reverse curves.

A tangent at least two hundred feet long shall be introduced between reverse curves on arterial and collector streets. (Ord. 157 § 9 (b)(11), 1973.)

17.36.120 Subdivision into tracts larger than ordinary building lots.

Where a tract is subdivided into larger parcels than ordinary building lots, such parcels shall be arranged so as to allow the opening of future streets and logical further resubdivision. (Ord. 157 § 9(b)(12), 1973.)

DESIGN STANDARDS—STREETS

17.36.130 Reserve strips.

Reserve strips controlling access to streets shall be prohibited except under conditions approved by the planning commission. (Ord. 157 § 9(b)(13), 1973.)

17.36.140 Street grades.

All street grades must be approved by the town engineer. The town engineer may in his discretion, cause the subdivider to make appropriate changes in proposed street grades prior to approval of the plat. (Ord. 157 § 9(b)(14), 1973.)

17.36.150 Abutting subdivision.

Where a subdivision borders on or contains a limited access highway right-of-way the commission may require a street approximately parallel to and on each side of such right-of-way at a distance suitable for the appropriate use of the intervening land, as for park purposes, in residential districts, or for commercial or industrial purposes in appropriate districts. Such distances shall also be determined with due regard for the requirements of approach grades and future grade separations. (Ord. 157 § 9(b)(15), 1973.)

17.36.160 Half streets prohibited.

Half streets shall be prohibited, except where essential to the reasonable development of the subdivision in conformity with the other requirements of these regulations and where the commission finds it will be practicable to require the dedication of the other half when the adjoining property is subdivided. Wherever a half street is adjacent to a tract to be subdivided, the other half of the street shall be platted within such tract. (Ord. 157 § 9(b)(16), 1973.)

17.36.170 Street names and numbers.

Names of new streets shall not duplicate existing or platted street names unless a new street is a continuation of, or in alignment with the existing or platted street. House numbers

DESIGN STANDARDS—STREETS

shall be assigned in accordance with the house numbering system now in effect in the town. (Ord. 157 § 9(b)(17), 1973.)

17.36.180 Access to streets across ditches.

The subdivider shall provide access to all proposed streets, across all ditches, in a standard method approved by the town engineer. (Ord. 157 § 9(b)(18), 1973.)

17.36.190 Vacation of streets.

The commission shall not recommend the vacation of any street or part thereof dedicated for public use, if such vacation interferes with the uniformity of the existing street pattern or any future street plans prepared for the area. (Ord. 157 § 9(b)(19), 1973.)

17.36.200 Private streets.

Private streets shall not be approved nor shall public improvements be approved for any private street. (Ord. 157 § 9(b)(20), 1973.)

17.36.210 Hardship to owners of adjoining property avoided.

The street arrangements shall not be such as to cause hardship to owners of adjoining property in platting their own land and providing convenient access to it. (Ord. 157 § 9(b)(21), 1973.)

17.36.220 Street interval.

In general, provisions should be made for through streets at intervals not exceeding one thousand three hundred twenty feet. (Ord. 157 § 9(b)(22), 1973.)

DESIGN STANDARDS—ALLEYS

Chapter 17.40

DESIGN STANDARDS—ALLEYS

Sections:

- 17.40.010 Commercial and industrial districts.**
- 17.40.020 Width.**
- 17.40.030 Dead-end.**

17.40.010 Commercial and industrial districts.

Alleys shall be provided in commercial and industrial districts, except that the commission may waive this requirement where other definite and assured provisions are made for service access, such as off-street loading, unloading, and parking consistent with and adequate for the uses proposed. (Ord. 157 § 9(c)(1), 1973.)

17.40.020 Width.

The right-of-way width of an alley shall be twenty feet. (Ord. 157 § 9(c)(2), 1973.)

17.40.030 Dead-end.

Dead-end alleys shall not be permitted except that the commission may waive this requirement where such dead-end alley is unavoidable and where adequate turn-around facilities have been provided. (Ord. 157 § 9(c)(3), 1973.)

DESIGN STANDARDS—EASEMENTS

Chapter 17.44

DESIGN STANDARDS—EASEMENTS

Sections:

- 17.44.010 Provided for utilities.
- 17.44.020 Provided for drainage.

17.44.010 Provided for utilities.

Easements with rights-of-way width of ten feet shall be provided on each side of all rear lot lines and along certain side lot lines where necessary for utilities. (Ord. 157 § 9(d)(1), 1973.)

17.44.020 Provided for drainage.

Where a subdivision is transversed by a watercourse, drainage way, channel, or stream, there shall be provided a storm water easement or drainage right-of-way conforming substantially with the lines of such watercourse, and such further width or construction, or both, as will be adequate for the purpose. (Ord. 157 § 9(d)(2), 1973.)

Chapter 17.48

DESIGN STANDARDS—BLOCKS

Sections:

- 17.48.010 Factors governing dimensions.
- 17.48.020 Lengths.

17.48.010 Factors governing dimensions.

Block length and width or acreage within bounding roads shall be such as to accommodate the size of lot required in the area by the zoning ordinance and to provide for convenient access, circulation control and safety of street traffic. (Ord. 157 § 9(e)(1), 1973.)

DESIGN STANDARDS—LOTS

17.48.020 Lengths.

Block lengths shall not exceed one thousand three hundred twenty feet, or be less than three hundred feet. (Ord. 157 § 9(e)(2), 1973.)

Chapter 17.52

DESIGN STANDARDS—LOTS

Sections:

- 17.52.010 Dimensions.
- 17.52.020 Location.
- 17.52.030 Lines.
- 17.52.040 Corner lots.
- 17.52.050 Uninhabitable lots.
- 17.52.060 Lot remnants.

17.52.010 Dimensions.

Lot dimensions and area shall not be less than the requirements of the zoning ordinance. (Ord. 157 § 9(f)(1), 1973.)

17.52.020 Location.

All lots shall abut by their full frontage on a publicly dedicated street or a street that has received the legal status as such. (Ord. 157 § 9(f)(2), 1973.)

17.52.030 Lines.

Side lot lines shall be substantially at right angles to straight street lines or radial to curved street lines. (Ord. 157 § 9 (f)(3), 1973.)

17.52.040 Corner lots.

Corner lots for residential use shall have extra width to

DESIGN STANDARDS—PUBLIC SITES

permit appropriate building setback from and orientation to both streets. (Ord. 157 § 9(f)(4), 1973.)

17.52.050 Uninhabitable lots.

Lots subject to flooding and lots deemed by the commission to be uninhabitable shall not be platted for residential occupancy, nor for such other uses as may increase danger to health, life or property or aggravate the flood hazard, but such land within the plat shall be set aside for such uses as shall not be endangered by periodic or occasional inundation or shall not produce unsatisfactory living conditions. (Ord. 157 § 9 (f)(5), 1973.)

17.52.060 Lot remnants.

All remnants of lots below minimum size left over after subdividing of a larger tract must be added to adjacent lots, rather than allowed to remain as unusable parcels. (Ord. 157 § 9(f)(6), 1973.)

Chapter 17.56

DESIGN STANDARDS—PUBLIC SITES AND OPEN SPACES

Sections:

17.56.010 Dedication required.

17.56.020 Dedication—Requirement not acceptance.

17.56.010 Dedication required.

Where a proposed park, playground, school or other public use shown in a master plan is located in whole or in part within a subdivision, the subdivision shall dedicate or reserve adequate space for such purpose in such area within the subdivision when the commission finds the requirement to be reasonably necessary to the public health and welfare. (Ord. 157 § 9(g)(1), 1973.)

REQUIRED IMPROVEMENTS

17.56.020 Dedication—Requirement not acceptance.

The requiring of the dedication of public spaces as provided in Section 17.56.010 above shall not constitute an acceptance of the dedication by the town. (Ord. 157 § 9(g)(2), 1973.)

Chapter 17.60

REQUIRED IMPROVEMENTS

Sections:

I. Generally

17.60.010 Required.

II. Monuments

17.60.020 Placement.

III. Streets

17.60.030 Surfacing.

17.60.040 Curbs, gutters and drainage.

17.60.050 Sidewalks.

17.60.060 Name signs.

17.60.070 Lighting.

IV. Water Supply

17.60.080 Accessible public water supply required.

17.60.090 Nonaccessible public water supply—Alternatives.

17.60.100 Fire hydrants.

V. Sanitary Sewer System

17.60.110 Connection required when available.

17.16.120 Outside town—Public sanitary sewer plan available.

17.60.130 Outside town—Public sanitary sewer plan not available.

REQUIRED IMPROVEMENTS

I. Generally

17.60.010 Required.

Prior to the granting of final approval, the subdivider shall have installed or shall have furnished adequate bond for the ultimate installation of the improvements set out in this chapter. (Ord. 157 § 10 (part), 1973.)

II. Monuments

17.60.020 Placement.

Capped monuments shall be placed at all block corners, lot corners, angle points, points of curves in streets, and at intermediate point as shall be required by the town engineer. (Ord. 157 § 10(a), 1973.)

III. Streets

17.60.030 Surfacing.

All streets shall be paved in accordance with applicable standard specifications of the town. Such construction shall be subject to inspection and approval by the town engineer. (Ord. 157 § 10(b)(1), 1973.)

17.60.040 Curbs, gutters and drainage.

Curbs, gutters, drainage and drainage structures shall be provided in accordance with standard specifications of the town. Such construction shall be subject to the inspection and approval of the town engineer. (Ord. 157 § 10(b)(2), 1973.)

17.60.050 Sidewalks.

Concrete sidewalks shall be constructed along at least one side of every minor street shown on the plat in accordance with applicable standard specifications of the town, and concrete sidewalks shall be constructed along both sides of all arterial and collector streets; provided, however, that where the

REQUIRED IMPROVEMENTS

property is platted in lots having an area of at least twenty-two thousand five hundred square feet and a width of at least one hundred fifty feet, the town council may waive this requirement. (Ord. 157 § 10 (b)(3), 1973.)

17.60.060 Name signs.

Street name signs shall be placed at all street intersections within or abutting the subdivision. Such signs shall be of a type approved by the town and shall be placed in accordance with standards of the town. (Ord. 157 § 10(b)(4), 1973.)

17.60.070 Lighting.

The minimum requirement for street lighting facilities shall be one hundred candle power light, or equal, at each street intersection within or abutting the subdivision. Light standards shall be approved by the town electric department. (Ord. 157 § 10(b)(5), 1973.)

IV. Water Supply

17.60.080 Accessible public water supply required.

Each lot within the subdivision area shall be provided with a connection thereto. All connections shall be subject to the approval of the town engineer and shall be in accordance with the specifications of the town. (Ord. 157 § 10(c)(1), 1973.)

17.60.090 Nonaccessible public water supply—Alternatives.

In a proposed subdivision, pending accessibility of a public water supply, the subdivider may be required to construct wells or a private water supply system in such manner that an adequate supply of potable water will be available to every lot in the subdivision at the time improvements are erected thereon. The adequacy, healthfulness, and potability of the water supply shall be subject to the approval of the town health department. The water supply system shall be constructed under the directions and control of the town health department

REQUIRED IMPROVEMENTS

and all construction shall be subject to the approval of the town engineer. (Ord. 157 § 10(c)(2), 1973.)

17.60.100 Fire hydrants.

Fire hydrants shall be installed in all subdivisions. Fire hydrant standards shall be subject to the approval of the town fire department and the town engineer. (Ord. 157 § 10(c)(3), 1973.)

V. Sanitary Sewer System

17.60.110 Connection required when available.

Where a public sanitary sewer is reasonably accessible, each lot within the subdivided area shall be provided with a connection thereto. All connections shall be subject to the approval of the town engineer and shall be in accordance with the specifications promulgated by the town. (Ord. 157 § 10(d)(1), 1973.)

17.60.120 Outside town—Public sanitary sewer plan available.

In subdivisions beyond the town limits, in which the lots are less than ten acres in area, and where a public sanitary sewer system is not reasonably accessible but where plans for the installation of sanitary sewers in the vicinity of a subdivision have been prepared by the town engineer, the subdivider may be required to install sewers in conformity with such plans. In such cases, until a connection can be made with the public sewer system, the use of a sewage treatment plant will be permitted, provided such disposal facilities are approved by the State Health Department and the town engineer. Where the installation of sanitary sewers is not required, and where the lots are more than ten acres, the subdivider may install individual disposal devices for each lot at the time improvements are erected thereon. All such individual sewage disposal systems shall be constructed in accordance with State Health Department specifications and subject to the approval of the town engineer. (Ord. 157 § 10(d)(2), 1973.)

VARIANCES

17.60.130 Outside town—Public sanitary sewer plan not available.

In proposed subdivision beyond the town limits, in which the lots are less than ten acres in area, and where public sanitary sewers are not accessible and no plans for sewers have been prepared, the subdivider may be required to install sewer lines and a disposal system in accordance with Health Department specifications and subject to the approval of the town engineer. Provided, that if the subdivision has been platted into lots of more than ten acres, the subdivider may install individual disposal devices for each lot at the time improvements are erected thereon. All such individual sewage disposal systems shall be constructed in accordance with State Health Department specifications and subject to the approval of the town engineer. (Ord. 157 § 10(d)(3), 1973.)

Chapter 17.64

VARIANCES

Sections:

- 17.64.010 Granting—Conditions.
- 17.64.020 Complete neighborhood.
- 17.64.030 Applications required.

17.64.010 Granting—Conditions.

The commission may authorize a variance from these regulations when, in its opinion, undue hardship may result from strict compliance. In granting any variance, the commission shall prescribe only conditions that it deems necessary to or desirable for the public interest. In making its findings, as required herein below, the commission shall take into account the nature of the proposed use of land and the existing use of land in the vicinity, the number of persons to reside or work in the proposed subdivision and the probable effect of the proposed subdivision upon traffic conditions in the vicinity. No variance shall be granted unless the commission finds:

VARIANCES

- A. That there are special circumstances or conditions affecting the property such that the strict application of the provisions of this title would deprive the applicant of the reasonable use of his land;
- B. That the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner;
- C. That the granting of the variance will not be detrimental to the public welfare or injurious to other property in the territory in which the property is situated.

(Ord. 157 § 13(a), 1973.)

17.64.020 Complete neighborhood.

The commission may authorize a variance from these regulations in case of a plan for a complete community or neighborhood which, in the judgment of the commission, provides adequate public spaces and includes provisions for efficient circulation, light and air and other needs. In making its findings, as required herein below, the commission shall take into account the nature of the proposed use of land and the existing use of land in the vicinity, the number of persons to reside or work in the proposed subdivision and the probable effect of the proposed subdivision upon traffic conditions in the vicinity. The commission shall find that:

- A. The proposed project will constitute a desirable and stable community development;
- B. The proposed project will be in harmony with adjacent areas.

(Ord. 157 § 13(b), 1973.)

17.64.030 Applications required.

- A. Generally. Application for any such variance shall be submitted in writing by the subdivider at the time when the preliminary plat is filed for the consideration of the commission. The petition shall state fully the grounds for the application and all the facts relied upon by the petitioner.
- B. Complete Neighborhood. Application for any such variance shall be made in writing by the subdivider at the time when

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the preliminary plat is filed for the consideration of the commission, stating fully and clearly all facts relied upon by the petitioner and shall be supplemented with maps, plans or other additional data which may aid the commission in the analysis of the proposed project. The plans for such development shall include such covenants, restrictions or other legal provisions necessary to guarantee the full achievement of the plan.

(Ord. 157 § 13(c), 1973.)

Chapter 17.66

LOT SPLITS

Sections:

- 17.66.010** Permit required for division of lot.
- 17.66.020** Definitions.
- 17.66.030** Application required—Contents.
- 17.66.040** Survey map and additional information.
- 17.66.050** Filing, number of copies, action by town.
- 17.66.060** Application of subdivision zoning ordinance, provision for utilities and streets.
- 17.66.070** Exceptions.
- 17.66.080** More than one lot split in any five-year period prohibited—Exception.
- 17.66.090** Building permits.
- 17.66.100** Application fee.
- 17.66.110** Lot split subject to public sites and parks dedication requirements.

LOT SPLITS

17.66.010 Permit required for division of lot.

No person shall divide any lot or parcel of property, as such lot or parcel is constituted as of the effective date of the ordinance codified in this chapter, without having complied with the requirements of Chapters 17.04 through 17.64 of this title or in the case of a division creating not more than two lots, shall have obtained from the town a permit for the division in accordance with the procedures and requirements as hereinafter set forth. (Ord. 281 § 1 (part), 1981.)

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17.66.020 Definitions.

The definitions for this chapter shall be as set forth in Chapter 17.08. (Ord. 281 § 1 (part), 1981.)

17.66.030 Application required—Contents.

Any person desiring to divide a lot into not more than two lots or parcels shall file an application for permit for such division with the office of the town administrator on an application form to be provided by an available from the office of the town administrator. The application shall include as a minimum the following:

- A. Name and address of the applicant;
- B. The name of the agent for the applicant, if any, with written agency authorization to be attached;
- C. Full legal description of the property to be divided; and
- D. Full legal description of both resulting lots or parcels.

(Ord. 281 § 1 (part), 1981.)

17.66.040 Survey map and additional information.

In addition to the application required in Section 17.66.030 above, the applicant shall submit at the time of the filing of the application a map of survey prepared by a registered land surveyor containing a certificate as to accuracy and his seal, which map shall accurately set forth the boundaries of the parcels resulting from the division applied together with any and all recorded easements; and in addition, the applicant shall submit a vicinity sketch at a scale of not more than one inch equals four hundred feet, setting forth the location of the property and the location width and the name of all streets within and adjoining the property, and the ownership of adjacent parcels of unsubdivided land, together with the property ownership of all properties within one hundred forty feet of the property to be divided. The survey map shall be in a form suitable for recording with the office of the Teton County clerk and shall designate the two parcels resulting from the split with the original lot number of the parcel, if any, and if none, by the name of the owner and the letters A and B, respectively,

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and upon permit approval the map shall be filed with the Teton County clerk.
(Ord. 281 § 1 (part), 1981.)

17.66.050 Filing, number of copies, action by town.

The application with the required attachments shall be filed with the office of the town administrator in not less than four copies, together with any additional information concerning the property reasonably required by the town. The town administrator shall act upon the application within thirty days of the date of its submittal by issuing or denying the permit, unless within fifteen days of the date of the submittal additional information is requested of the applicant, and, in that event, the date for action shall be continued with final action to be taken not later than fifteen days following the date of submission of any required additional information. In the event the administrator fails to so act, the permit shall be deemed granted.
(Ord. 281 § 1 (part), 1981.)

17.66.060 Application of subdivision zoning ordinance, provision for utilities and streets.

All lots or parcels to be created pursuant to this chapter shall conform to the requirements of the zoning district in which the proposed lots are located, and shall provide for the continuation of streets, utilities and adequate utility services to both lots or parcels resulting from the division. Any and all costs required to conform the lot to the standards set forth in this section shall be the sole cost of the applicant, including extension of streets and utility lines or services.
(Ord. 281 § 1 (part), 1981.)

17.66.070 Exceptions.

The following shall be exempt from the requirements of this chapter:

- A. The conveyance of parcels of land or interest therein for use as right-of-way for public utility facilities;

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- B. The conveyance of land for roadway or other public purposes, or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land and pressed with a public use;
- C. Conveyances made to correct descriptions in prior conveyances. (Ord. 296 § 1, 1982: Ord. 281 § 1 (part), 1981.)

17.66.080 More than one lot split in any five-year period prohibited—Exception.

No lot split permit may be granted for any lot or parcel which has been created pursuant to a lot split permit granted within the five-year period immediately preceding the date of application for a permit, provided that the sale or exchange of parcels of land less than five thousand square feet in area between owners of adjoining and contiguous land and which exchange or sale does not create a new lot or parcel shall not be considered a lot split for purposes of this paragraph. (Ord. 296 § 2, 1982: Ord. 281 § 1 (part), 1981.)

17.66.090 Building permits.

The building inspector shall not issue a building or repair permit for any structure on a lot created after the sixth day of October, 1981, in violation of any of the provisions contained in this title. (Ord. 281 § 1 (part), 1981.)

17.66.100 Application fee.

Each application for a lot split pursuant to this chapter shall be accompanied by the payment of a fee in an amount as may be determined, set and amended from time to time by resolution of the town council. (Ord. 425 § 1, 1991.)