Article 8 – Subdivisions

Part 1 – Major and Minor Subdivisions

Section 161: Purpose

The intent of these regulations is to protect the public health, safety and welfare by providing for the orderly growth and development of the County. The following subdivision regulations have been adopted and approved to promote the goals and objectives of the Official Master Plan of Franklin County. Among other land use policies these regulations should encourage the use of open space, compatibility between land use and site characteristics and facilitate the dedication for future public facilities such as roads, utilities, parks and/or schools.

Section 162: Authority

A. No person may subdivide his land except in accordance with all of the provisions of these regulations. In particular, no person may subdivide his land unless and until a final plat of the subdivision has been approved by the Planning and Zoning Department and recorded in the County Recorder of Deeds Office. Any person who violates these regulations shall be guilty of a Class A misdemeanor, under the Franklin County Municipal Court. Upon conviction of same, any said party shall be punished by virtue of Chapters 557.021, 560.016, and 560.021 RSMo regulating fines and imprisonment of anyone convicted of a Class A misdemeanor under the Franklin County Municipal Court.

B. The County Recorder of Deeds may not record a plat of any subdivision, except those exempt under Section 164, within the county's jurisdiction, until the plat has been approved in accordance with the provisions of these regulations.

Section 163: Subdivision Requirements and Enforcement

A. The County shall be responsible for enforcing, according to Article 5: Enforcement and Review, the following requirements regarding the subdivision and platting of property:
    1. No subdivision (except a minor subdivision as defined herein) may be developed in the County until both a preliminary plat and improvement plans have been filed and approved and all applicable conditions of this Article have been satisfied.

    2. No person shall create a minor subdivision, plat amendment or any other similar act within the County, except in conformance with the provisions of this Article.

    3. No lot, tract or parcel of land shall be divided by a metes and bounds description for the purpose of sale, transfer or lease, except in conformity with these requirements.

    4. No subdivision shall contain a lot that is less than the minimum dimensions set out in the applicable zoning district regulations.

    5. No lot, tract or parcel of land, as part of any plat or replat of any subdivision, shall be sold, traded or legal title otherwise conveyed by deed unless the plat or replat first shall have been approved in accordance with the provisions of this Article and recorded in the office of the Recorder of Deeds.

    6. No building permit shall be issued for the construction of any building or structure located on a lot, tract or parcel or plat divided or sold in violation of the provisions of this Article.

    7. No person shall change any recorded subdivision plat, if the change affects any street layout shown on the plat or area reserved for public use or any lot line or if it affects any plat legally

recorded prior to the effective date of this Article, unless the parcel shall be approved by the County under the procedures established by this Article.

B. Building or Construction on Property Lines
   1. There shall be no construction or building across a tract or lot line in Franklin County. If a construction project is to be constructed on or across two (2) or more lots or tracts, these lots or tracts must be re-platted into a single lot or property in accordance with the provisions of this Article before a building permit is issued for the project.

   2. All structures must be located outside of the site triangle as approved by the Highway Administrator.

   3. Any buildings built within any utility easement is done at the owners own risk. Any building built in the utility easement takes on the risk of being moved, demolished, etc. by the utility needing to access that dedicated easement.

Section 164: Exemptions: The following shall be excluded from platting requirements:

A. The descriptions of tracts listed on a recorded warranty or quit claim deed so long as the tracts described were legally described as separate tracts under these regulations or prior regulations, and so long as the descriptions are drafted describing the tract. Such boundary descriptions must not contain except for language in describing the tract as the intent is to describe the tract as a stand-alone parcel.

B. The conveyance of land for street or railroad right-of-way, utility or drainage easements, or other public utility purposes subject to local, state or federal regulations, and where no new street or access easements are created.

C. The conveyance of land for public recreation, trails or similar easements or public purposes.

D. The division of land into parcels 20 acres (net) in size or greater.

E. The division of land by any court action pursuant to the law of eminent domain.

F. The division of property through the probate of an estate.

Section 165: Partial Exemptions

A. The following subdivisions may be exempt from certain requirements of this section. A sketch plan and application shall be required to determine whether an action qualifies for a partial exemption.
   1. Combination or Boundary Adjustment Exemption
      If a two or more adjacent un-platted properties are to be combined into one tract of land or the property lines adjusted and this does not result in the creation of more properties or reducing any property below the minimum acreage allowed in that area the following items shall be required:
      a. A sketch plan and then a survey shall be submitted.

      b. If property lies along a County road, extra right-of-way shall be dedicated in accordance with the East-West Gateway Functional Classification plan. If this action alone reduces the lot size below the minimum for partial exemption, this subdivision shall still be considered partially exempt.

      c. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and

Zoning shall receive a copy of the review prior to signing off on the survey. If either agency requires an access permit, Planning and Zoning shall receive a copy of permit prior to signing off on the survey.

d. Excessive depth in relation to tract width shall be avoided. Tract shall not exceed a depth to width proportion of 4:1. Width shall be defined as the width at the midpoint of the tract. At no point shall any tract be less than fifty (50) feet in width.

2. Lot Line Adjustment or Lot Combination
If subdivision lots are to be combined or replatted and this does not result in the creation of any more lots, this subdivision may be considered exempt from certain requirements of Article 8 (Subdivision Regulations). A re-subdivision shall not be considered exempt if any lots are reduced below the minimum acreage allowed in that area, based on zoning and available utilities. Staff shall determine whether a revision or combination shall be considered exempt and shall deny exempt status if any regulations would be violated by such revision. If a re-subdivision requires a substantial change in roads or other improvements, this shall not be considered exempt. Whenever non-conforming lots are to be revised, such action shall not increase the extent of any nonconformity. The following items shall be required for an exempt Combination or Revision:

a. A Sketch Plan and Final Subdivision Plat shall be required.

b. If property lies along a County road, right-of-way shall be dedicated in accordance with the East-West Gateway Functional Classification plan. If this action alone reduces the lot size below the minimum acreage requirements, this subdivision shall still be considered partially exempt.

c. If a property lies along a private road less than fifty (50) feet in width additional right-of-way shall be dedicated. If this action alone reduces the lot size below the minimum acreage requirements, this subdivision shall still be considered partially exempt.

d. Lots shall show utility easements in accordance with Section 167, Subsection E.

e. Lots shall show stream buffers according to Article 11, Section 342, A.

f. Lots shall show the limits of the 100-year floodplain, is applicable, as determined by the Federal Insurance Rate Maps.

g. If combining lots in an existing platted subdivision, the application must be accompanied by a statement from the utility providers that the utility easements being changed are not in use.

h. The Information Technology/ Addressing Department shall review the road to determine whether a road name shall be required. Payment for any road signs shall be submitted prior to recording

i. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of the review prior to recording the final plat. If either

agency requires an access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat.

3. Large Lot Exemption
    a. Plat of Survey or Subdivision Plat shall be submitted for approval.

    b. Properties must be at least 10 acres net but less than 20 acres net.

    c. Plat of survey shall include the following:
        i. A 50 foot roadway and utility easement on property involved in the land division (includes any property owned by the subdivider) and provide Planning and Zoning with proof of a legal access to a roadway, easement or right-of-way. Shall show a cul-de-sac easement, if applicable, with a minimum radius of 40 feet.

        ii. If property is adjacent to a County Road, owner shall dedicate right-of-way in accordance with the East-West Gateway Functional Classification plan.

        iii. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of that review prior to recording the final plat. If either agency requires an access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat.
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        iv. The Information Technology/Addressing Department shall review the road to determine whether a road name will be required. Payment for any road signs shall be submitted prior to recording.
            If the Information Technology/Addressing Department requires the road to be named, the applicant will be required to provide Planning and Zoning with a dedication document, dedicating the 50 foot roadway, that was recorded with the Recorder of Deeds.

    d. Excessive depth in relation to tract width shall be avoided. Tract shall not exceed a depth to width proportion of 4:1. Width shall be defined as the width at the midpoint of the tract. At no point shall any tract be less than fifty (50) feet in width.

    e. The landowner may, if desired, submit a subdivision plat. The subdivision plat shall include the items in #3 above in addition to the following:
        i. Utility easements

        ii. Additional items listed under Final Plat, Minor Subdivisions

    f. A Plat of Survey by itself does not legally change any lot lines or ownership. The subdivision plat, is chosen, shall reflect what is shown in the approved Plat of Survey. Plats shall be submitted to the Planning and Zoning Department for recording.

4. Family Exemption

If a property is located on a private easement road and the landowner is unable to acquire the required right-of-way width, to divide for the use of the child or stepchild or lineal descendant of the owner or owners, the owner may apply for a family subdivision access exemption. Minimum roadway improvements shall not be enforced. This shall be platted as a minor subdivision. The owner must submit a sketch plan as well as the following information.

a. The owner shall submit documentation showing that they are unable to acquire the necessary right-of-way.

b. The grantee must be the child or stepchild or lineal descendant of the owner or owners. To prove family relationship, a birth certificate, adoption certificate or other relevant documentation shall be required.

c. No previous transfer under this provision has been granted to the grantee in this County.

d. The lot shall not be divided for at least twenty (20) years unless it meets the minimum right-of-way requirements specified in Section 167, C Section.

e. The purpose of the transfer is to provide for the housing needs of the grantee. Commercial activity shall not take place on a family subdivision lot.

f. The transfer is not for the purpose of circumvention of the subdivision requirements.

g. The grantor and grantee shall sign an affidavit certifying compliance with 1-6 above.

h. No lot of less than three (3) acres in size shall be created in a family subdivision, unless such subdivision will be served by central water and central sewer.

i. If the roadway used for the family exemption serves 5 or more parcels, that roadway shall be not less than 16 feet in width.

j. Excessive depth in relation to lot width shall be avoided. Lots shall not exceed a depth to width proportion of 4:1. Width shall be defined as the width at the midpoint of the lot. At no point shall any lot be less than fifty (50) feet in width.

k. Procedures for approval shall be the same as those for any other subdivision except for the additional information as follows:

   i. The subdivision plat shall show the names of the family members to whom these lots will be conveyed.

   ii. The proposed subdivision plat shall contain a statement to read as follows: "FAMILY EXEMPTION- The property shown hereon has been exempted from certain provisions of the Franklin County Land-Use Regulations."

k. A final plat must be submitted showing the following, in addition to those items required in Section 170.

i. A fifty foot easement shall be provided on the property involved in the subdivision (includes all areas owned by the person who owns the subdivided property).

ii. Property shall show utility easements as required in Section 167, E.

iii. If property is adjacent to a County Road, owner shall dedicate right-of-way in accordance with the East-West Gateway Functional Classification plan.

iv. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of that review prior to recording the final plat. If either agency requires an access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat.

v. The Information Technology/ Addressing Department shall review the road to determine whether a road name shall be required. Payment for any road signs shall be submitted prior to recording.

5. Charter Exemption
If a parcel is be divided has been owned by the same person for at least 20 years and has legal access to a roadway, this person may subdivide land under the provisions of a "Charter Subdivision." This shall be platted as a minor subdivision

a. A sketch plan shall be submitted

b. A fifty (50) foot easement shall be provided on the property involved in the subdivision (includes all areas owned by the person who owns the subdivided property). This shall be listed as a roadway and utility easement.

c. The property may be divided up to 4 times total under this provision. The parent parcel shall be considered to be the property as it existed when the first charter subdivision lot was divided. Additional lots may be divided if the property meets the general requirements for a subdivision.

d. Subdivision lots shall be at least 3 acres in size.

e. An improved roadway with a minimum width of 16 feet is adequate to serve the minimum needs of this type of subdivision.

f. If property is adjacent to a County Road, owner shall dedicate right-of-way in accordance with the East West Gateway Functional Classification plan.

g. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of that review prior to recording the final plat. If either agency requires an access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat..

h. The Information Technology/ Addressing Department shall review the road to determine whether a road name shall be required. Payment for any road signs shall

be submitted prior to recording.

i. Property shall show utility easements as required in Section 167 E.

j. Excessive depth in relation to lot width shall be avoided. Lots shall not exceed a depth to width proportion of 4:1. Width shall be defined as the width at the midpoint of the lot. At no point shall any lot be less than fifty (50) feet in width.

Section 166: Minor Subdivisions

A. Minor subdivisions, both residential and non-residential, may include the following:
   1. A division of land into no more than six (6) lots, less than ten (10) acres net, having access to a County or State-maintained street or to a private drive. The lots shall meet the minimum lot size of the zoning district;

   2. An adjustment in boundaries between the owners of adjoining platted lots that are already a part of a subdivision.

   3. A combination of two (2) or more lots that are already a part of a subdivision.
      a. Must be accompanied by a statement from the utility providers that the utility easements being changed are not in use.

B. No more than six lots, involving the original tract of land (parent parcel), may be approved within any ten (10) year period other than a boundary adjustment, except for a subdivision where all the lots are more than ten (10) acres in size. Once ten (10) years has passed, that lot then becomes the parent parcel.

Section 167: Minor Subdivision General Requirements

A. All lots platted or any remaining platted or unplatted land shall meet all zoning requirements for lot sizes.

B. Subdivision names shall not exceed 35 characters unless it is a unique circumstance and waived by the Planning Director and they shall not duplicate to any existing names. All subdivision names are subject to approval of the Planning and Zoning Department

C. For any minor subdivision which must use a privately maintained minor subdivision road, driveway (shared) or driveway for means of ingress and egress to a publicly maintained road, it must be constructed with the required minimum right-of-way of fifty (50) feet. The minimum right-of-way applies to the road, driveway (shared) or driveway in its entirety and should start at the point where the private road leaves the publicly maintained right-of-way. For minor subdivision road standards see Section 168.
   1. Roads, driveways (shared) or driveways in low density subdivisions (3 acres or more per lot) that were created to conform to the previous right-of-way requirement of forty (40) feet shall be acceptable, but only if the fifty (50) foot requirement cannot be met. Documentation shall be provided showing fifty (50) feet cannot be met and that the forty (40) foot right-of-way was approved according to previous requirements.

   2. If a forty (40) foot right-of-way was created in conformance with previous regulations and shall be used to provide subdivision access, any portion of the subdivision access road that lies on the applicants' property shall be widened to fifty (50) feet. If the applicants' property is on only one side of the road, that portion of the road shall be widened to twenty-five (25) feet from centerline.

3. Any subdivision with less than three (3) acres per lot shall be accessed by a right-of-way of at least fifty (50) feet from the point the road leave the public right-of-way until each lot in the subdivision has been accessed.

D. For any minor subdivision along a County Road, additional right-of-way shall be dedicated, if applicable, according to East-West Gateway Functional Classification plan:
   1. Minor Arterials – Sixty (60) foot right-of-way width

   2. Rural Major Collector – Fifty (50) to Sixty (60) foot right-of-way width, per Highway Administrator

   3. Rural Minor Collector – Fifty (50) foot right-of-way width

   4. Local Road – Fifty (50) foot right-of-way width

E. A fifteen (15) foot utility easement on both sides of all rights-of-way whether they are newly created rights-of-way as a result of the subdivision and a twenty (20) foot utility easement along all state maintained highways or existing publicly maintained rights-of-way (a county road). A five (5) foot utility easement shall be required along all side property lines and a ten (10) foot utility easement is required along all rear property lines.

F. If applicable, the road, driveway (shared) or driveway must have a name approved by the Addressing Authority of Franklin County and such signage must be erected. Street names, cross sections, street profiles, and signs must be detailed and provided on a separate plat and shall be submitted with the subdivision plat.

G. All permanent or temporary dead-end roads, driveways (shared) or driveways greater than 150 feet in length shall be developed as cul-de-sacs with a minimum radius right-of-way of 50 feet or a minimum radius of 48 feet with an island.1 T-intersections may also be accepted is approved by the Planning Director.

H. Excessive depth in relation to lot width shall be avoided. Lots shall not exceed a depth to width proportion of 4:1. Width shall be defined as the width at the midpoint of the lot. At no point shall any lot be less than fifty (50) feet in width.

I. Flag Lots shall be permitted on properties to allow better utilization and shall not be permitted when such lots would substantially increase the number of access points on a road.
   1. If the parcel in question is a flag lot, the average width shall be measured exclusive of the access strip.

   2. No portion of the access strip shall be included when computing the required area for the lot.

   3. For all such lots, there shall be a minimum access strip of fifty (50) feet in width.

   4. The access strip shall not exceed 500 feet in length.

   5. No more than one flag lot shall be created from a single parcel.

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1 Driving lane w/ island must be not less than the width of the roadway

6. No other properties shall access any portion of the access strip.

J. No lot shall be created that it is so narrow or irregularly shaped that it would be impractical to construct on it a building of adequate size At no point shall any lot be less than fifty (50) feet in width.

K. All electric, telephone, cable and other distribution lines to serve new subdivisions shall be placed according to the utility service provider.

L. A percolation or soil morphology test is required for any lots in the subdivision that are less than five acres and do not have an operating approved on-site septic system or sewer.

M. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of that review prior to recording the final plat. If either agency requires an access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat.

N. Central water and sewer shall be required if:
   1. 1-2 lots are created and they are within 200 feet of exiting public water or sewer lines measured along public easements.

   2. 3-4 lots are created and they are within 500 feet of existing public water or sewer lines measured along public easement.

   3. 5-6 lots are created and they are within 1000 feet of existing public water or sewer lines measured along public easement.

O. Stream Buffers according to Article 11, Section 342, A.

Section 168: Minor Subdivision Streets

A. Subdivisions with lots that are less than 5 acres shall have one main subdivision entrance and may have one additional driveway provided that driveway is at least 200 feet from entrance.

B. Subdivisions with lots 5 acres or greater may have multiple entrances at the discretion of the Highway Administrator. All new entrances shall be at least 200 feet from existing intersections.

C. All permanent or temporary dead-end roads, driveways (shared) or driveways greater than 150 feet in length shall be developed as cul-de-sacs with a minimum radius right-of-way of 50 feet or a minimum radius of 48 feet with an island.2 T-intersections may also be accepted is approved by the Planning Director

D. Streets that exceed 1000 feet in length without a cross street shall be required a turnaround at an approved location. An additional turnaround is required for every additional 1000 feet of roadway.
   1. The diameter of the turnaround shall be the same as that of a cul-de-sac. A T-intersection would also be an acceptable turnaround.

E. Maximum grade on streets with lot sizes of less than 5 acres shall be 12%

2 Driving lane w/ island must be not less than the width of the roadway

F. In low density subdivisions in which the lot size is 5 acres or greater, the maximum grade may be 15%. Any street with a grade that exceeds 12% must be hard surfaced.

G. Traffic signs shall be installed in accordance with the most recent Manual on Uniform Traffic Control Devices (developed by the Federal Highway Administration). Traffic signs shall be shown on construction plans.

H. Streets shall intersect as nearly as possible at right angles, and no two streets shall intersect at less than 60 degrees. Not more than two streets shall intersect at any one point, unless the Highway Administrator certifies that such an intersection can be constructed with no extraordinary danger to public safety.

I. Whenever possible, proposed intersections along one side of a street shall coincide with existing or proposed intersections on the opposite side of such street. In any event, where a centerline offset (jog) occurs at an intersection, the distance between centerlines of the intersection streets shall not be less than 150 feet.

J. Except when no other alternative is practicable or legally possible, no two streets may intersect with any other street on the same side at a distance as determined by lot size:
   1. At least 1 acre or greater – 2,640 feet

   2. Less than 1 acre – 1,000 feet

K. The following are the possible types of street.
   1. Dedicated for public use and publicly maintained

   2. Dedicated for public use and privately maintained

   3. Dedication for subdivision use and privately maintained (the subdivision is responsible for maintaining and enforcing the privacy of the streets).

L. Streets that are dedicated for public use shall not be maintained by the County unless approved by the County Commission through a Commission Order. Acceptance of roads may be considered if the road is built to the minimum standards and:
   1. Lies in a transportation corridor according to the county transportation plan, or

   2. Would be a beneficial connection between subdivisions, or

   3. Lies in a special taxing district.

M. Streets dedicated for public use and accepted by the County for maintenance shall be deeded to the County.

N. All properties within a subdivision adjacent to a publicly maintained right-of-way shall convey from the centerline of such right-of-way half the balance required as prescribed in the East-West Gateway Functional Classification plan.

Section 169: Minor Subdivision Approval

A. The applicant for minor subdivision plat approval shall submit a sketch plan to the planning staff for a determination of whether the approval process authorized by this section can be and should be utilized. The planning staff may require the applicant to submit whatever information is necessary to

make this determination, including, but not limited to, a copy of the tax map showing the land being subdivided.

B. The applicant shall be notified of the requirements of their desired subdivision and whether they may proceed to the Final Plat Stage. This preliminary approval shall lapse if a Final Plat is not submitted within 1 year.

C. Applicants for minor subdivision approval shall submit, after receiving their notification of requirements, to the Planning Director a copy of the final plat (as well as three paper copies of such plat).

D. The Planning Director shall approve the proposed subdivision unless the subdivision is not a minor subdivision or the application or the proposed subdivision fails to comply with requirements of these regulations.

E. If the subdivision is disapproved, the Planning Director shall promptly furnish the applicant with a written statement of the reasons for disapproval.

F. Approval of any plat is contingent upon the plat being recorded within 60 days after the date the Certificate of Approval is signed by the Planning Director or his designee.

Section 170: Minor Subdivision Final Plats

The Final Plat shall be submitted for final approval of all subdivisions. This plat shall be drawn by a registered surveyor and shall reflect the requirements from the preliminary approval letter. One mylar copy and two (2) paper copies shall be required. An electronic version of the final plat shall also be required. The applicant may opt to not submit an electronic version of the plat, but an additional fee shall be charged. The fee shall be $10 plus $1 per subdivision lot. The applicant is responsible for hiring the surveyor and ensuring that the plat reflects the desired subdivision. If the Planning and Zoning staff determines that significant changes have been made from the minor or major subdivision, the applicant shall be required to file a new application based on those changes.

A. Approval of the Final Plat
   1. The Land Use Administrator shall review the Final Plat and ensure that all the necessary items are included.
   2. The plat shall be reviewed by the IT department to determine accuracy of measurements whether road names are acceptable and ownership of the property.

   3. If the subdivision includes infrastructure and/or open space that shall be privately maintained, subdivision restrictions or covenants shall be submitted with the Final Plat. These will be reviewed only to determine whether the required maintenance of private improvements and open space has been addressed. The general content will not be reviewed and at no time will these documents be enforced by the County.

B. Recording of Plat and Other Documents
   1. The recording fee for the Final Plat shall be submitted to Planning and Zoning when the plat is submitted. Once the Land Use Administrator has approved and signed the plat, the plat shall be taken to the Recorder of Deeds Office and recorded.

2. The necessary recording fee shall be submitted for covenants or restrictions, if required. As long as the necessary maintenance items are covered, the covenants and/or restrictions shall be recorded with the Final Plat.

C. Expiration of Plats

1. Once the final plat has been submitted, the plat shall be good for one year from date of submission. No extensions shall be given.

2. If the plat has been rejected by Planning and Zoning, it is up to the applicant and/or surveyor to fix any issues with the plat within that year.

3. After a one year period, the final plat shall be void and the applicant shall resubmit the application.

D. The *minor subdivision plat* shall include or be accompanied by the following information:

1. Name of subdivision.
2. The full legal description of the entire surveyed parcel
3. Location by section, township, range, County and State and including descriptive boundaries of the subdivision as determined by Missouri Minimum Standards.
4. Location of streets, utility lines, alleys, easements and other public grounds that abut or are upon the parcel.
5. Location of all existing structures and physical improvements upon the parcel.
6. Names of all abutting streets.
7. Name and address of the surveyor and his registration number and date of the survey.
8. North arrow and scale. All plats are to be drawn to a standard engineer's scale. The actual scale used will depend on the development and shall be subject to the approval of the Director.
9. Signature blocks for the following certifications, with the corresponding name typed, printed or stamped beneath the signature:
    a. Signature of the owner or owners and notary public
        i. I hereby certify that I am the owner of "Subdivision Name," the property described hereon, which property is located within the subdivision regulation jurisdiction of Franklin County, and that I hereby freely adopt this plan of subdivision. Rights-of-way, alleys, walks, open space, and easements are hereby dedicated to the property owners and their assigns. All utility easements are hereby dedicated to public utility purposes. Any public utility shall have the right to use these easements for purposes related to the installation and maintenance of utility systems.

            Owner(s) signature and Date
            (Notarized)

        ii. I hereby certify that I am the owner of "Subdivision Name," the property described hereon, which property is located within the subdivision regulation jurisdiction of Franklin County, and that I hereby freely adopt this plan of subdivision and dedicate to public use all areas shown on this plat as rights-of-way, alleys, walks, parks, open space, and easements, and that I or my assigns will maintain all such areas until the offer of dedication is accepted by the appropriate public authority. All property shown on this plat as dedicated for a public use shall be deemed to be dedicated for any other public use authorized by law when such other use is approved by the County Commission in the public interest.

Owner(s) signature and Date
(Notarized)

b. Certification by a registered land surveyor that the plat meets Missouri Minimum Standards for subdivision plats;

I hereby certify that this plat (drawn by me) (drawn under my supervision) from (an actual survey made by me) (an actual survey made under my supervision); and that this plat was prepared in accordance with the current Minimum Standards for Property Boundary Surveys of the Missouri Department of Natural Resources, Division of Geology and Land Survey. Witness my original signature, registration number and seal this ____ day of _____.

Seal or Stamp
Registered Land Surveyor
Registration Number

c. Certification of approval to be signed by the Planning Director;

i. Certificate of Approval (for non-exempt subdivisions)

I hereby certify that all streets shown on this plat are within Franklin County's planning jurisdiction, all streets and other improvements shown on this plat have been installed or completed or that their installation or completion (within 24 months after the date below) has been assured by the posting of a performance bond or other sufficient surety, and that the subdivision shown on this plat is in all respects in compliance with these regulations, and therefore this plat has been approved by the Land Use Administrator, subject to its being recorded in the County Recorder of Deeds' Office within 60 days of the date below.

Planning Director's Signature and Date

ii. Certificate of Exemption (for exempt subdivisions)

I hereby certify that the subdivision shown on this plat is exempt from the subdivision standards as described in Article 8 of the Unified Land-Use Regulations of Franklin County, Missouri.

Planning Director's Signature and Date

10. Statement dedicating all easements.
11. Statement, if applicable, dedicating all streets, sidewalks, alleys and other public areas to be dedicated, but not previously dedicated.
12. The limits of the 100-year floodplain, is applicable, as determined by the Federal Insurance Rate Maps.
13. Location and widths of all rights-of-way/road and utility easements.
14. Lot numbers and dimensions.
15. Road names, as approved by the Franklin County Addressing/IT Department.
16. Locations of existing buildings and existing roadways within the patted area.
17. Location, dimensions and names of any existing cemeteries or burial grounds.
18. Date, book and page of current deed (parent parcel).

19. Corner stakes or other monument markings on the ground.
20. A legend.
21. Zoning districts
22. Buffer strips
23. Vicinity Map
24. Reference to adjoining parcels by document number of subdivision plat or deed(s)
25. Note regarding existence of subdivision covenants and/or restrictions, if applicable.
26. Other special platting requirements for subdivision that may be required by certain sections of these regulations (i.e. items required for exempt subdivisions).

Section 171: Major Subdivisions

Major subdivisions, both residential and non-residential, may include one of the following:

A. A division of land into more than six (6) lots, less than ten (10) acres net, having access to a County or State-maintained street or to a private drive;

B. An unsubdivided development with more than two (2) dwelling units;

C. A subdivision of land which requires the installation public water or sewer

Section 172: Major Subdivision General Requirements

A. A meeting shall be held with the developer, Planning and Zoning staff and other appropriate entities (invited by Planning and Zoning staff) to review the sketch plan. At this meeting, preliminary comments shall be given as well as instructions for the next step in the approval process. Please allow at least two weeks between submission of the sketch plan and the sketch plan meeting.

B. All lots platted or any remaining platted or unplatted land shall meet all zoning requirements for lot sizes.

C. Subdivision names shall not exceed 35 characters unless it is a unique circumstance and waived by the Planning Director and they shall not duplicate to any existing names. All subdivision names are subject to approval of the Planning and Zoning Department

D. For any major subdivision which must use a privately maintained subdivision road, driveway (shared) or driveway for means of ingress and egress to a publicly maintained road, it must be constructed with the required minimum right-of-way of fifty (50) feet. The minimum right-of-way applies to the road, driveway (shared) or driveway in its entirety and should start at the point where the private road leaves the publicly maintained right-of-way. For major subdivision road standards see Section 173.
    1. Roads, driveways (shared) or driveways in low density subdivisions (3 acres or more per lot) that were created to conform to the previous right-of-way requirement of forty (40) feet shall be acceptable, but only if the fifty (50) foot requirement cannot be met. Documentation shall be provided showing fifty (50) feet cannot be met.

    2. If a forty (40) foot right-of-way was created in conformance with previous regulations and shall be used to provide subdivision access, any portion of the subdivision access road that lies on the applicants' property shall be widened to fifty (50) feet. If the applicants' property is on only one side of the road, that portion of the road shall be widened to twenty-five (25) feet from centerline.

3. Any subdivision with less than three (3) acres per lot shall be accessed by a right-of-way of at least fifty (50) feet from the point the road leave the public right-of-way until each lot in the subdivision has been accessed.

E. For any major subdivision along a County Road, additional right-of-way shall be dedicated, if applicable, according to East-West Gateway Functional Classification plan:
   1. Minor Arterials – Sixty (60) foot right-of-way width

   2. Rural Major Collector – Fifty (50) to Sixty (60) foot right-of-way width, per Highway Administrator

   3. Rural Minor Collector – Fifty (50) foot right-of-way width

   4. Local Road – Fifty (50) foot right-of-way width

F. A fifteen (15) foot utility easement on both sides of all rights-of-way whether they are newly created rights-of-way as a result of the subdivision and a twenty (20) foot utility easement along all state maintained highways or existing publicly maintained rights-of-way (a county road). A five (5) foot utility easement shall be required along all side property lines and a ten (10) foot utility easement is required along all rear property lines.

G. If applicable, the road, driveway (shared) or driveway must have a name approved by the Addressing Authority of Franklin County and such signage must be erected. Street names, cross sections, street profiles, and signs must be detailed and provided on a separate plat and shall be submitted with the subdivision plat.

H. All permanent or temporary dead-end roads, driveways (shared) or driveways greater than 150 feet in length shall be developed as cul-de-sacs with a minimum radius right-of-way of fifty (50) feet or a minimum radius of 48 feet with an island.[3] T-intersections may also be accepted is approved by the Planning Director.

I. Excessive depth in relation to lot width shall be avoided. Lots shall not exceed a depth to width proportion of 4:1. Width shall be defined as the width at the midpoint of the lot. At no point shall any lot be less than fifty (50) feet in width.

J. A traffic impact study shall be required for any subdivision that will generate at least 100 peak hour trips or with at least 100 units, unless waived by the Highway Administrator. The scope of the traffic study shall be determined at a meeting with the Highway Administrator.

K. Flag Lots shall be permitted on properties to allow better utilization and shall not be permitted when such lots would substantially increase the number of access points on a road.
   1. If the parcel in question is a flag lot, the average width shall be measured exclusive of the access strip.

   2. No portion of the access strip shall be included when computing the required area for the lot.

   3. For all such lots, there shall be a minimum access strip of fifty (50) feet in width.

   4. The access strip shall be exceed 500 feet in length.

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3 Driving lane w/ island must be not less than the width of the roadway

5. No more than one flag lot shall be created from a single parcel.

6. No other properties shall access any portion of the access strip.

L. No lot shall be created that is so narrow or irregularly shaped that it would be impractical to construct on it a building of adequate size. At no point shall any lot be less than fifty (50) feet in width.

M. A percolation or soil morphology test is required for any lots in the subdivision that are less than five acres and do not have an operating approved on-site septic system or sewer.

N. All electric, telephone, cable and other distribution lines to serve new subdivisions shall be placed underground.

O. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of that review prior to recording the final plat. If either agency requires an access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat.

P. Permits for land disturbance from the Department of Natural Resources shall be required for subdivision disturbing at least 1 acre of ground.

Q. Permits from the Army Corps of Engineers shall be required for any subdivision disturbing a qualifying stream or wetland.

R. Street lighting shall be required in subdivisions with three or more units per acre at an intensity of at least 0.5 footcandles. Street lighting plans shall be included in the improvement plans and submitted to the County and to the local utility company.
   1. Installation of street lighting shall be the responsibility of the developer. Maintenance shall be the responsibility of the developer or the homeowners' association.

   2. Subdivisions that are not required to install street lights throughout the subdivision, but that have 25 lots or more shall provide a street light at the subdivision entrance and any other road intersections within the subdivision.

S. Unsubdivided developments with 8 or fewer units shall have a driveway width of twenty (20) feet. Unsubdivided developments with more than 8 units shall have a driveway width of twenty four (24) feet. The number of units is based on those units on a given driveway.

T. Open space shall be provided, if applicable, according to the following table:

# of Dwelling Units	Lots with at least 3 acres	Lots with at least 1 acre but less than 3 acres[4]	Lots with less than 1 acre[5]
2 to 25	0%	0%	5%
26 to 50	0%	5%	10%
Greater than 50	0%	10%	10%

1. The following items shall be considered open space as long as they are designated by: either a fee simple title to a homeowner's association with a deed restriction that ensures that the land will not be developed or a designation of trail easement. Trail shall be developed prior to final plat or an escrow shall be filed to guarantee that the trail be built.
   a. Conservation or natural, archeological and historical resources

   b. Meadows, woodlands, wetlands and other undisturbed natural features

   c. Unbuildable land as defined

   d. Walking or bicycle trails

   e. Passive and/or active recreation areas

   f. Stormwater Lots

   g. Agricultural, horticultural or pasture uses

   h. Landscape easements or buffer strips provided that such buffers are designated as open space and serve the purpose of protecting a natural resource or separating a subdivision from an adjacent undesirable use or feature

2. Subdivisions that include open space shall file covenants and restrictions that state how these areas shall be maintained and record it with the Recorder of Deeds. If open space is to be deeded to the subdivision's homeowners' association, a restriction shall be placed on the deed to identify that lot as common ground and restrict it from being developed.

3. Subdivision developments with a density of 3 units or more per acre and with at least 100 units shall provide an area for recreational activity for residents according to the following formula:

   Number of Dwelling Units X .02 = Acres of parkland required

U. All subdivisions shall provide a preliminary stormwater plan at the time of application. A final stormwater plan shall be submitted with the required construction plans.

V. Stream Buffers according to Article 11, Section 342, A

4 Or density of one (1) dwelling unit per acre or less (unsubdivided developments)

5 Or density of more than one (2) dwelling unit per acre (unsubdivided developments)

W. Water and sewer shall be supplied according to "Table 1". For more information see Section 174 "Water and Sewer."

Table 1	**Lot size less than 3 acres (net)**	**Lot size at least 3 acres (net) but less than 5 (net)**	**Lot size 5 acres (net) or more**
6 or fewer lots	Central water and sewer required	On site wastewater treatment and wells acceptable	On site wastewater treatment and wells acceptable
At least 7 but no more than 15 lots	Central water and sewer required	Central water system required, on site wastewater treatment acceptable with MoDNR approval	On site wastewater treatment and wells acceptable
At least 16 lots but no more than 31	Central water and sewer required	Central water and sewer required	On site wastewater treatment and wells acceptable
More than 31 lots	Central water and sewer required	Central water and sewer required.	Central water and sewer required
Un-subdivided development with no more than 2 dwelling units	Central water and sewer required	Central water and sewer required	Central water and sewer required
Un-subdivided development with no more than 4 dwelling units	Central water and sewer required	Central water system required, on site wastewater treatment acceptable with MoDNR approval	On site wastewater treatment and wells acceptable (engineered systems)
Un-subdivided development with more than 5 dwelling units	Central water and sewer required	Central water and sewer required	Central water and sewer required
Subdivisions between 7 and 10 lots and within 1000 feet of existing public water or sewer lines[❋]	Central water and sewer required	Central water and sewer required	Central water and sewer required
More than 10 lots and within 2000 feet of existing public water or sewer lines[❋]	Central water and sewer required	Central water and sewer required	Central water and sewer required

❋ Distance shall be measured along public easements

Section 173: Major Subdivision Road

A. Major subdivision roads shall have minimum right-of-way width of fifty (50) feet and an improved road surface of asphalt, concrete or chip and seal. Major subdivision roads that access lots at least three (3) acres net may be improved with gravel, asphalt, concrete or chip and seal.

B. All permanent or temporary dead-end roads, driveways (shared) or driveways greater than 150 feet in length shall be developed as cul-de-sacs with a minimum radius right-of-way of 50 feet or a minimum radius of 48 feet with an island.[6] T-intersections may also be accepted is approved by the Planning Director.

C. Major subdivision roads shall have pavement width according to the following:
    1. At least 3 acres but less than 10 shall have a pavement width of 20 feet edge to edge of pavement.

    2. At least 1 acre but less than 3 acres shall have a pavement width of 26 feet edge to edge of pavement.

    3. Less than 1 acre or multi-family (unsubdivided) developments shall have a pavement width of at least 30 feet back to back of curb or 32 feet back to back of curb for high density subdivisions (three or more units per acre).

D. Streets shall be laid out so that any single block face does not exceed one thousand five hundred (1,500) feet in length. Street layouts that provide right-of-way connections to the edge of the development adjacent to parcels of land that may develop in the future may be required where physically feasible considering grade and location so that this street pattern can be maintained, cut-through conflicts can be reduced and traffic circulation can be increased. Curb and gutter shall be required for any subdivision with lots that are less than one acre in size.

E. Subdivision Entrances
    1. Subdivisions with lots that are less than 5 acres shall have one main subdivision entrance and may have one additional driveway provided that driveway is at least 200 feet from entrance.

    2. Subdivisions with lots 5 acres or greater may have multiple entrances at the discretion of the Highway Administrator. All new entrances shall be at least 200 feet from existing intersections.

    3. If a development has 30-49 units, an emergency access road shall be required.

    4. If a development have at least 50 units but not more than 100 units, a fire access road and a boulevard style entrance is required. Boulevard entrance shall have 20' driving lanes and a 6' island. The island shall go at least 100 feet into the subdivision as measured from the right-of-way.

    5. If the development has more than 100 housing units, it shall be served by at least two approved entrances.

F. Streets that exceed 1000 feet in length without a cross street shall be required a turnaround at an approved location. An additional turnaround is required for every additional 1000 feet of roadway.

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6 Driving lane w/ island must be not less than the width of the roadway

The diameter of the turnaround shall be the same as that of a cul-de-sac. A T-intersection would also be an acceptable turnaround.

G. Maximum grade on streets with lot sizes of less than 5 acres shall be 12%

H. In low density subdivisions in which the lot size is 5 acres or greater, the maximum grade may be 15%. Any street with a grade that exceeds 12% must be hard surfaced.

I. Traffic signs shall be installed in accordance with the most recent Manual on Uniform Traffic Control Devices (developed by the Federal Highway Administration). Traffic signs shall be shown on construction plans.

J. Streets shall intersect as nearly as possible at right angles, and no two streets shall intersect at less than 60 degrees. Not more than two streets shall intersect at any one point, unless the Highway Administrator certifies that such an intersection can be constructed with no extraordinary danger to public safety.

K. Whenever possible, proposed intersections along one side of a street shall coincide with existing or proposed intersections on the opposite side of such street. In any event, where a centerline offset (jog) occurs at an intersection, the distance between centerlines of the intersection streets shall not be less than 150 feet.

L. Except when no other alternative is practicable or legally possible, no two streets may intersect with any other street on the same side at a distance as determined by lot size:
    1. At least 1 acre or greater – 2,640 feet

    2. Less than 1 acre – 1,000 feet

M. If applicable, a registered engineer must seal that said improvements have been constructed and built prior to subdivision approval.

N. If improvements have not been constructed prior to subdivision approval, no building permit shall be issued for a lot in a minor subdivision until all required improvements for the minor subdivision have been substantially completed or the subdivider enters into a guarantee agreement with the County secured by one (1) of the following:
    1. An irrevocable bank letter of credit in a form approved by the County; or

    2. Performance Bond

    3. Cash Escrow - All shall be in an amount equal to one hundred twenty-five (125%) of the estimated cost of completion of the required improvements.

Section 174: Water and Sewer

A. Water systems, sewer systems and treatment plants shall meet the minimum standards according to the Missouri Department of Natural Resources and the Sewer District in which that system lies.

B. Existing public water and/or sewer lines shall be used whenever possible.

C. Any subdivision within a water or sewer district shall notify the district and give an opportunity to that district to supply them service.

D. Subdivisions shall be required to connect with existing systems only if the district is able to supply them with service.

E. If a subdivision lies within a water or sewer district and the district cannot provide service, privately developed water or sewer systems may be constructed. These systems shall be reviewed by the applicable district prior to beginning construction and shall be offered for acceptance to the district for maintenance.

F. Any subdivision with more than 6 lots with less than 5 acres and that intends for those lots to be served by on-site septic shall be required to obtain approval from the Missouri Department of Natural Resources.

Section 175: Major Subdivision Process (Preliminary Plat)

A. Applicant shall submit the 2 full size (24x36 or 22x34) preliminary plat copies, 11 reduced (11x17) preliminary plat copies, an electronic version of the plat and the necessary fees at least 30 days prior to the next scheduled Planning and Zoning meeting. A new application need be filed only if the preliminary plat is different from the sketch plan. The ***preliminary plat*** shall include the following items:

1. General Requirements:

   a. Plat should be drawn, signed, and sealed by a registered engineer.

   b. A vicinity map which shows the location of the project. This location map may be drawn on the development site plans, or it may be furnished separately.

   c. Plat shall be drawn to scale, using a scale that enables all features to be easily identified for staff review. Developments may be shown in sections. Staff may request that the scale be changed, if needed for review.

   d. Preliminary Plat should show on the first page the following information:

      i. Name of applicant
      ii. Name of subdivision
      iii. North arrow
      iv. Legend
      v. Scale

   e. In most cases, existing features and proposed new features should be shown on separate sheets. This may be waived at the discretion of the Planning and Zoning staff.

   f. If the development is to be developed in phases, this shall be indicated on the Preliminary Plat.

2. Information Regarding Existing Natural, Man-Made, and Legal Features

   a. Preliminary Plats shall show all existing natural, man-made, and legal features on the parcel where development is to take place, including but not limited to those listed below. In addition, the Plat shall show those features that are located within 200 feet in any direction of the parcel where the development is to take place, and shall specify the names of the adjoining property owners.

   b. Existing natural features to include, but not limited to the following:

      i. Tree line of wooded areas, orchards, and other vegetated areas

ii. Streams, ponds, drainage ditches, wetland areas, boundaries of floodways and floodplains and sinkholes
iii. Base flood elevation data, if located in floodplain
iv. Contour lines (shown with dashed lines) – see table A-1 for interval

c. Existing man-made features to include, but not limited to the following:
   i. Utilities, including water, sewer, electric, stormwater facilities, etc. (If utility lines are too far away to be shown on Plat, indicate direction and distance to nearest lines.)
      (1) Properties shall be developed in such a way as to not cause an undue increase in soil erosion.
      (2) Any development that is to cause a land disturbance of more than one (1) acre shall submit an erosion control plan in accordance with Missouri DNR requirements.
      (3) Stormwater management and erosion controls shall be subject to Article 20.
   ii. Roads, sidewalks, and other paved areas
   iii. Structures, including buildings and existing signs

d. Existing legal features:
   i. The zoning district in which the property lies, including district boundary lines, if applicable
   ii. Property lines (with dimensions shown)
   iii. Street rights-of-way and easements
   iv. Utility easements and other easement lines

e. Proposed Changes in Existing Features or New Features
   i. Preliminary Plats shall show proposed changes in existing natural features, existing man-made features, and existing legal features.
   ii. The following information shall be stated in the "notes" section of the Plat:
      (1) Note whether water and sewer will be provided by on-site services, public utility agency, or new private system.
      (2) Indicate which water and sewer districts will be providing service to this subdivision.
      (3) Indicate what types of fire protection measures are planned.
         (a.) Developments shall be subject to the fire protection regulations in each district.
         (b.) If a development is located in an area that does not have fire protection regulations and they have lot sizes of three (3) acres and at least 10 lots OR unsubdivided developments with at least four (4) units, they are required to provide water for fire protection.
         (c.) The requirement for fire protection shall be satisfied by one of the following:
            1. Fire Hydrants placed every 600 feet in single family residential development and every 400 feet in unsubdivided developments.
            2. Hydrants shall maintain a minimum flow of 1000 gallons per minute (GPM) for residential developments and 1500 for commercial developments. Minimum pressure shall be 20

psi.

3. Water lines that serve hydrants shall be at least 8 inches in diameter. If approval is obtained from the fire district, 6 inches may be acceptable in certain areas.

(d.) Dry Hydrant (at a location acceptable to the fire district)

(e.) Water hold facility

1. Shall provide a 30,000 gallon water holding facility
2. Shall be located at a position approved by the fire district.

(4) Note the proposed use of the property – i.e. single family residential, multi-family residential, commercial, industrial, mixed use, etc.

iii. Plat shall show proposed new legal features, to include, but not limited to the following:

(1) Property lines and dimensions
(2) Street rights-of-way
(3) Utility and other easements
(4) Proposed setback lines
(5) Buffer strips

iv. Plat shall show proposed man-made features, including, but not limited to, the following:

(1) The square footage or acreage in every lot created by a new subdivision
(2) Lot dimensions
(3) Standard elevations of buildings in multifamily developments
(4) The location and dimensions of all recreational areas, if applicable, with each area designated as to type of use
(5) Areas dedicated as open space or common ground, and the purpose of each (The plans shall clearly indicate whether such areas are intended to be offered for dedication to public use or remain privately owned.)
(6) Streets, labeled by road classification and street name, showing whether curb & gutter or shoulders and swales are to be provided, and indicating paved widths
(7) Street cross-section
(8) Location of stormwater retention/detention facilities
(9) Location of sewage treatment plant, private well system, and water storage tank for fire protection, if planne
(10) Sidewalks and other walkways, if applicable, showing widths and surface material.
(11) Bridges
(12) Existing and proposed contour lines (Proposed contour lines shall be shown as solid lines. Existing contour lines shall be shown as dashed lines. See table A-1 for interval.)
(13) Proposed landscape areas and screening as required by Article 8 and Article 13

Table A-1 – Contour Line Intervals Existing and Proposed

Lot size	Required Contour Line Intervals
Less than one (1) acre	2 foot intervals
One (1) acre to five (5) acres	5 foot intervals
Greater than five (5) acres	10 foot intervals

B. If a public hearing is required, the Planning and Zoning Department shall erect signs giving notice of the public hearing. At least one sign shall be erected for each 1000 feet of street frontage. Additional signs shall be required if the development fronts on more than one road. Signs shall be erected within a week of submission of the application. Signs shall be removed after the public hearing. The applicant shall pay a fee of $30 for each sign to be erected.

C. The developer or a representative shall be required to present information about the proposed development to the Planning and Zoning Commission. Preliminary Plat approval is not considered part of the public hearing. Written comments only may be submitted by the public either in favor of or in opposition to the application.
   1. If the Preliminary Plat is approved, the applicant shall be notified of the preliminary approval and any additional comments by the County staff or other agencies.

   2. If the plat is rejected, the developer will be notified and will have three (3) months to fix the problems and resubmit the plat. If the plat is not resubmitted within three (3) months, a new application and sketch plan will be required.

D. After approval of the Preliminary Plat but prior to approval of the Final Plat, the applicant shall submit engineering and construction plans detaining the improvements that will be built within the subdivision. Engineering and Construction Plans, drawn by a registered engineer indicating engineering plans for grading, street design, sanitary and storm sewerage, easements to be created and similar data design information.
   1. The ***improvement plans*** are required prior to making any improvements on the property, including clearing and grading and shall contain the following information:
      a. Stormwater management plan, including storm sewer profiles, cross section of detention/retention basin, details and design data regarding overflow structures, drainage ditches, and any other drainage-related improvements
      b. Stormwater calculations
      c. Erosion Control Plan and SWMP
      d. Grading Plan
      e. Clearing and Grubbing Plan
      f. Sanitary Sewer Plan
      g. Water Plan
      h. Road Profiles
      i. Details and cross sections regarding curbs and sidewalks
      j. Lighting plan, with lighting fixtures sufficiently identified to demonstrate compliance with Article 8
      k. Underground utility lines, including water and sewer
      l. Landscaping plan, if landscaping is proposed
      m. Fire protection details, including location and design of any fire hydrants (including dry hydrants). All fire protection shall meet the requirements as found in Section 175, 2,e.

n. Dumpsters and associated fencing and screening
o. Details regarding traffic signs, street signs, and advertisement and marquee signs
p. Vehicle accommodation areas including parking areas, circulation areas, and types of surfaces, showing the layout of existing parking spaces and direction of travel lanes, aisles, or driveways
q. Documents from applicable agencies (i.e. sewer, water, fire districts) indicating general acceptance of the plans
r. Traffic Impact Study, if applicable
s. Plans need to be signed and sealed by a registered engineer

2. Plans shall not be approved until all inspection fees are paid as required, if applicable. No construction shall being before Construction Plans are granted final written approval.

3. If changes are made to the approved construction plans, revised plans shall be submitted for approval to the Planning and Zoning Department. Revised plans shall be submitted as soon as the change is planned or discovered. Additional inspection fees may be required. If the change affects a recorded Final Plat, a revised Final Plat shall be required.

E. An approved Preliminary Plat shall lapse and be of no further effect is a complete Final Plat has not been submitted within 2 years of the date of the Preliminary Plat approval by the Planning and Zoning Commission. If the subdivision is to be developed in phases, a phasing plan shall be required as part of the Preliminary Plat approval process. Two one-year extensions may be granted. Requests for extensions shall be submitted in writing and shall be accompanied by a fee of $50.

Section 176: Final Plats – Major Subdivision

The Final Plat shall be submitted for final approval of all subdivisions. This plat shall be drawn by a registered surveyor and shall reflect the requirements from the preliminary approval letter. One mylar copy and two (2) paper copies shall be required. An electronic version of the final plat shall also be required. The applicant may opt to not submit an electronic version of the plat, but an additional fee shall be charged. The fee shall be $10 plus $1 per subdivision lot. The applicant is responsible for hiring the surveyor and ensuring that the plat reflects the desired subdivision. If the Planning and Zoning staff determines that significant changes have been made from the minor or major subdivision, the applicant shall be required to file a new application based on those changes.

A. Approval of the Final Plat
1. The Land Use Administrator shall review the Final Plat and ensure that all the necessary items are included.

2. The plat shall be reviewed by the IT department to determine accuracy of measurements, whether road names are acceptable and ownership or property.

3. If the subdivision includes infrastructure and/or open space that shall be privately maintained, subdivision restrictions or covenants shall be submitted with the Final Plat. These will be reviewed only to determine whether the required maintenance of private improvements and open space has been addressed. The general content will not be reviewed and at no time will these documents be enforced by the County.

P. Recording of Plat and Other Documents
1. The recording fee for the Final Plat shall be submitted to Planning and Zoning when the plat is submitted. Once the Land Use Administrator has approved and signed the plat, the plat shall be taken to the Recorder of Deeds Office and recorded.

2. The necessary recording fee shall be submitted for covenants or restrictions, if required. As long as the necessary maintenance items are covered, the covenants and/or restrictions shall be recorded with the Final Plat.

Q. Expiration of Plats

1. Once the final plat has been submitted, the plat shall be good for one year from date of submission. No extensions shall be given.

2. If the plat has been rejected by Planning and Zoning, it is up to the applicant and/or surveyor to fix any issues with the plat within that year.

3. After a one year period, the final plat shall be void and the applicant shall resubmit the application.

E. The *major subdivision plat* shall include or be accompanied by the following information:

1. Name of subdivision.
2. The full legal description of the entire surveyed parcel
3. Location by section, township, range, County and State and including descriptive boundaries of the subdivision as determined by Missouri Minimum Standards.
4. Location of streets, utility lines, alleys, easements and other public grounds that abut or are upon the parcel.
5. Location of all existing structures and physical improvements upon the parcel.
6. Names of all abutting streets.
7. Name and address of the surveyor and his registration number and date of the survey.
8. North arrow and scale. All plats are to be drawn to a standard engineer's scale. The actual scale used will depend on the development and shall be subject to the approval of the Director.
9. Signature blocks for the following certifications, with the corresponding name typed, printed or stamped beneath the signature:
    a. Signature of the owner or owners and notary public
        i. I hereby certify that I am the owner of "Subdivision Name," the property described hereon, which property is located within the subdivision regulation jurisdiction of Franklin County, and that I hereby freely adopt this plan of subdivision. Rights-of-way, alleys, walks, open space, and easements are hereby dedicated to the property owners and their assigns. All utility easements are hereby dedicated to public utility purposes. Any public utility shall have the right to use these easements for purposes related to the installation and maintenance of utility systems.

            Owner(s) signature and Date
            (Notarized)

        iii. I hereby certify that I am the owner of "Subdivision Name," the property described hereon, which property is located within the subdivision regulation jurisdiction of Franklin County, and that I hereby freely adopt this plan of subdivision and dedicate to public use all areas shown on this plat as rights-of-way, alleys, walks, parks, open space, and easements, and that I or my assigns will maintain all such areas until the offer of dedication is accepted by the appropriate public authority. All property shown on this plat as dedicated for a public use shall be deemed to be dedicated for any other public use authorized by law when such other use is approved by the County Commission in the public interest.

Owner(s) signature and Date
(Notarized)

b. Certification by a registered land surveyor that the plat meets Missouri Minimum Standards for subdivision plats;
   i. I hereby certify that this plat (drawn by me) (drawn under my supervision) from (an actual survey made by me) (an actual survey made under my supervision); and that this plat was prepared in accordance with the current Minimum Standards for Property Boundary Surveys of the Missouri Department of Natural Resources, Division of Geology and Land Survey. Witness my original signature, registration number and seal this ____ day of _____.
   Seal or Stamp
   Registered Land Surveyor
   Registration Number

c. Certification of approval to be signed by the Planning Director;
   i. Certificate of Approval (for non-exempt subdivisions)
   I hereby certify that all streets shown on this plat are within Franklin County's planning jurisdiction, all streets and other improvements shown on this plat have been installed or completed or that their installation or completion (within 24 months after the date below) has been assured by the posting of a performance bond or other sufficient surety, and that the subdivision shown on this plat is in all respects in compliance with these regulations, and therefore this plat has been approved by the Land Use Administrator, subject to its being recorded in the County Recorder of Deeds' Office within 60 days of the date below.

   Planning Director's Signature and Date

   ii. Certificate of Exemption (for exempt subdivisions)
   I hereby certify that the subdivision shown on this plat is exempt from the subdivision standards as described in Article 8 of the Unified Land-Use Regulations of Franklin County, Missouri.

   Planning Director's Signature and Date

10. Statement dedicating all easements.
11. Statement, if applicable, dedicating all streets, sidewalks, alleys and other public areas to be dedicated, but not previously dedicated.
12. The limits of the 100-year floodplain, is applicable, as determined by the Federal Insurance Rate Maps.
13. Location and widths of all rights-of-way/road and utility easements.
14. Lot numbers and dimensions.
15. Road names, as approved by the Franklin County Addressing/IT Department.
16. Locations of existing buildings and existing roadways within the patted area.
17. Location, dimensions and names of any existing cemeteries or burial grounds.
18. Date, book and page of current deed (parent parcel).
19. Corner stakes or other monument markings on the ground.

20. A legend.
21. Zoning districts
22. Buffer strips
23. Vicinity Map
24. Reference to adjoining parcels by document number of subdivision plat or deed(s)
25. Note regarding existence of subdivision covenants and/or restrictions, if applicable.
26. Other special platting requirements for subdivision that may be required by certain sections of these regulations (i.e. items required for exempt subdivisions).

Section 177: Zero Lot Line Development

A. Zero lot lines shall apply only to side setbacks that serve as common walls between units. Front and rear utility easements shall still apply according to Section 172, Subsection F.

B. Zero lot line lots may be less than the minimum acreage for the zoning district as long as the development does not exceed the maximum density for the zoning district.

C. With approval from the Planning and Zoning Department zero lot line lots may be allowed for attached units only according to the following regulations:
    1. Detached single family homes shall not be allowed on lots with zero setbacks.

    2. Each unit shall be totally separated from the other by an unpierced wall extending from ground to roof and in which each unit has a separate, ground floor entrance.

    3. Preliminary plat for a zero lot line development shall show building footprints for the development.

    4. Covenants and restrictions shall be submitted prior to final approval and shall include a maintenance agreement and appearance standards for the owners of all zero lot line parcels to ensure equal and reasonable maintenance and repair schedules are conducted for all single family attached residential units.

    5. An eight-foot maintenance easement, four-feet on each side of any zero-lot line side property line, to allow for normal maintenance of each single-family attached residential unit, shall be shown on the final plat. This shall apply only to the exterior portion of the building.

Part 2 - Mobile Home Park Subdivisions

Section 178: Purpose

To provide regulations for the orderly development of mobile home park subdivisions, ensuring a safe and attractive residential environment, while assuring compatibility with adjacent uses through the application of specific design standards.

Section 179: Applicability

The regulations of this Article shall apply to all mobile home park subdivisions. Mobile home park subdivisions are permitted in Residential Development 2 (RD2), subject to approval from the Planning and Zoning Commission.

Section 180: Mobile Home Park Subdivision Standards

Mobile home park subdivisions shall conform to the following minimum standards, however, the Planning and Zoning Commission may impose other and more restrictive requirements:

A. Minimum site area: Ten (10) acres.

B. Maximum density: Eight (8) spaces per acre. No more than one (1) single-family mobile home may be placed on a mobile home space. No occupied travel trailer, camper, or recreational vehicle shall be allowed on any approved mobile home space.

C. Minimum size for mobile homes: No mobile home which is less than fourteen (14) feet wide or which has a floor bed of less than four hundred eighty (480) square feet may be parked or located on a mobile home space in a mobile home park subdivision.

D. Coverage: The mobile home and accessory structures shall not cover more than sixty-five (65) percent of the space area.

E. Spacing: All mobile homes shall be spaced at least twenty (20) feet from each other. In no case shall a mobile home be closer than seventy (70) feet to an existing dwelling not located within the subdivision.

F. Buffer Strip:
   1. There shall be a fifty (50) foot buffer strip for any mobile home park subdivision that is adjacent to single family residential uses. Buffer strip shall be kept in accordance with Article 13.

   2. There shall be a fifty (50) foot landscape strip along any surrounding publically or privately maintained roadway not located within the subdivision.

G. Open Space/Recreation area:
   1. Open space shall be a minimum of 5,000 square feet or 500 square feet times the number of mobile homes, whichever is greater.

   2. At least 25% of the open space within the mobile home park subdivision shall be maintained as a recreational or gathering facility consisting of at least one of the following items:
      a. Biking or Hiking Trails

      b. Swimming Pool

      c. Athletic Field

      d. Playground Equipment

      e. Picnic Area

      f. Tennis Courts

      g. Golf Course

      h. Usable Open Space (grassy area with a slope of less than 5%)

      i. Water retention and detention areas

H. Access:
   1. Owner shall obtain an access review from MoDOT if accessing a State road or from the Franklin County Highway Department if accessing a County road. Planning and Zoning shall receive a copy of that review prior to recording the final plat. If either agency requires an

access permit, Planning and Zoning shall receive a copy of the permit prior to recording of the final plat.

2. Roadways within the mobile home park subdivision shall be platted as rights-of-way with a minimum width of fifty (50) feet.

3. Roads within the mobile home park subdivision should be paved with asphalt or concrete and shall be at least 30 feet back to back of curb or 32 feet back to back of curb for mobile home park subdivisions with more than three (3) units per acre.

4. Cul-de-sacs shall be required for any dead end roads greater than 150 feet in length. Minimum cul-de-sac right-of-way shall be forty (40) feet.

5. No access driveway shall be located closer than one hundred (100) feet to any public street intersection.

6. Curbs and gutters shall be installed on both sides of all streets. Concrete roll curbs may be approved by the Planning and Zoning Commission.

7. Each space shall front on an access street.

8. Stop signs shall be provided at all intersections with all public streets.

I. Utilities:

1. All utility distribution facilities serving individual mobile home spaces shall be placed underground. The park owner is responsible for complying with the requirements of this Subsection and shall make the necessary arrangements with each of the serving utilities for the installation of such facilities.

2. Each mobile home lot shall be provided with central water and sewer service in accordance with Article 8, of these regulations.

3. All mobile home spaces must be served with water, electricity, telephone and cable lines.

4. In no event shall a downspout be connected to a sanitary sewer system

J. Storage:

1. Mobile home lots may include an accessory storage shed as long as the shed is at least 10 feet from the home.

2. All accessory buildings, sheds, carports or garages shall be kept back at least twenty five (25) feet from the internal access road.

3. A centralized refuse and trash storage area(s) shall be provided and be readily accessible to all mobile home spaces. Trash storage areas shall be concealed from any public and private street and enclosed by a six (6) foot solid wall or fence.

K. Mobile Home Park Subdivision Signs/Marquees:

1. Signs are allowed and encouraged at every major entrance to the mobile home park subdivisions.

2. Signs shall be located in an easement or common ground area that is either owned or maintained by the developer or homeowner's association.

3. Signs shall not be located within a utility easement.

4. Signs shall not obstruct sight distance, based on the standards of the Franklin County Highway Department.

5. Design and location of sign shall be submitted with construction plans.

L. Fire Protection Fire protection details, including location and design of any fire hydrants (including dry hydrants)

1. Developments shall be subject to the fire protection regulations in each district.

2. If a development is located in an area that does not have fire protection regulations, they are required to provide water for fire protection.

3. The requirement for fire protection shall be satisfied by one of the following:

   a. Fire Hydrants placed every 400 feet.

      i. Hydrants shall maintain a minimum flow of 1000 gallons per minute (GPM) for residential developments and 1500 for commercial developments. Minimum pressure shall be 20 psi.

      ii. Water lines that serve hydrants shall be at least 8 inches in diameter. If approval is obtained from the fire district, 6 inches may be acceptable in certain areas.

   b. Dry Hydrant (at a location acceptable to the fire district)

   c. Water hold facility

      i. Shall provide a 30,000 gallon water holding facility.

      ii. Shall be located at a position approved by the fire district.

M. Stormwater and Erosion Control: Mobile home park subdivisions will be required to provide for stormwater drainage and detention in accordance with Franklin County Regulations (Article 20).

N. Street Lighting:

1. Shall be required in mobile home park subdivisions with three or more units per acre at an intensity of at least 0.5 footcandles. Street lighting plans shall be included in the improvement plans and submitted to the County and to the local utility company.

   a. Installation of street lighting shall be the responsibility of the developer. Maintenance shall be the responsibility of the developer or the homeowners' association.

   b. Mobile home park subdivisions that are not required to install street lights throughout the subdivision, but that have 25 lots or more shall provide a street light at the entrance and any other road intersections within the development.

O. The Information Technology/Addressing Department shall review the road to determine whether a road name will be required. Payment for any road signs shall be submitted prior to recording.

P. Prohibited Items:
   1. Mobile homes stored on the property unless properly mounted on a lot

   2. Recreational vehicles

   3. Campers

Section 181: Mobile Home Park Subdivision Development

A. A mobile home park subdivision shall be developed in accordance with the standard requirements for all major subdivisions and with the following additional requirements:
   1. Density shall be consistent with the established provisions of the zoning district that the development is located.

   2. No Park Model may be placed on a lot either as a primary or accessory use.

   3. Name and addresses of the legal owner of the property, park developer, and civil engineer or licensed land surveyor or person who prepared the map.

   4. Approximate existing property lines and approximate boundaries of existing easements within the park, with the names of owners of record of easements, exclusions, and the properties abutting the park.

   5. Existing and proposed use of all existing structures.

   6. Parking areas and access solutions for individual spaces.

   7. Identification of all mobile home vehicle spaces.

   8. A statement(s) from all utility service providers certifying the agreement and ability of said utility service provider to serve the proposed mobile home park subdivision.

   9. Proposed phasing.

Part 3: Subdivision Vacations

Section 182: Vacations of Entire Platted Subdivisions

A. When a person(s) or corporation desires to vacate an entire subdivision in which they shall be the legal owner of all the lots and no buildings or utilities have been placed after the recording of the subdivision, such person(s) or corporation may petition the County Commission giving a distinct description of the property to be vacated and the names of the persons to be affected thereby.

B. The petition shall be filed together with a filing fee in the sum of $150 with the Planning and Zoning Department who shall post a public notice of the pendency of the petition in a public newspaper of general circulation in Franklin County giving the public fifteen (15) days to comment on said petition.

C. If no opposition is made, the County Commission may vacate the same with such restrictions as they may deem for the public good. If opposition is made, the petition shall be set for a public hearing before the County Commission.

D. Prior to County Commission action, the petition shall be referred to the Planning and Zoning Department for review and comment.

Section 183 thru 201: Reserved