1111.3 SUBJECT: PROCEDURE – LAND SUBDIVISION AND ANNEXATION

:1 OBJECTIVE:
Represent the City in matters pertaining to expansion of City corporate limits and/or the development of land.

:2 AUTHORITY:
This procedure amended by City Council March 5, 2001, Item A-12.

:3 DIRECTION:
City Engineer, as an appointed official serves at the pleasure of the Mayor, and receives direction through the Public Works Director.

:4 FUNCTIONS:
A. Provides information to prospective land developers concerning paving, storm drainage and sanitary sewerage requirements, concurrency management, platting, outside regulatory agencies.

B. Reviews preliminary and final plats and municipal improvement plans for City regulation and Code compliance.

C. Responsible for recordation of final plats.

D. Develops feasibility studies of sanitary sewer extensions and storm sewer systems and submits recommendations to the Public Works Director.

E. Provides information for agreements with developers for extension of public works to projects.

F. The Office of Permitting Services inspects projects throughout construction for compliance with Code and approved plans. Issues certificates of final inspections.

:5 FORMS:

:6 COMMITTEE RESPONSIBILITY:
None.

:7 REFERENCE:

:8 EFFECTIVE DATE:
This procedure effective March 5, 2001.