

**Subdivision Regulations
City of Alabaster, Alabama**

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ARTICLE 1

GENERAL PROVISIONS

SECTION 1 – PURPOSE

The regulations contained herein have been formulated and adopted for the purpose of promoting the health, safety, and the general welfare of the people of the City of Alabaster. It is the intent of these regulations to harmoniously relate the development of the various tracts of land to the existing community and to obtain the best design possible for each tract of land being subdivided.

SECTION 2 – TITLE

These regulations shall be known as the “Official Subdivision Regulations” of the City of Alabaster, Alabama, *2004*.

SECTION 3 – AUTHORITY

Under the applicable provisions of Sections 11-52-30 and those following of Title 11 of The 1975 Code of Alabama, which provisions are hereby made a part hereof, these following regulations governing the Subdivision of land are hereby adopted by The Planning Commission, City of Alabaster, Alabama at its meeting on August 3, 2004. A Copy of these regulations shall be certified to the Probate Judge of Shelby County, Alabama, the Clerk of the City of Alabaster, Alabama, *and the Planning and Zoning Coordinator*.

SECTION 4 – JURISDICTION

From and after the date of adoption, these regulations shall govern each and every *residential or commercial development* or subdivision of land within the corporate limits *or police jurisdiction* of the City of Alabaster, Alabama, as not or hereafter established. Any owner of land lying within the area or jurisdiction of these regulations who wishes to divide such land into two (2) or more lots, sites, or divisions shall submit a plan of such proposed subdivision to the Alabaster Planning Commission for approval, and shall obtain such

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approval prior to the filing of his subdivision plat for record.

SECTION 5 – ADMINISTRATION

The Alabaster Planning Commission is hereby authorized and directed to administer and coordinate these regulations. Final approval of plats and other data shall be the responsibility of the Planning Commission as prescribed by law. The Building Inspector *and/or the City Engineer* is hereby authorized and directed to enforce all provisions of these subdivision regulations.

SECTION 6 – SEPARABILITY AND SEVERABILITY

The provisions of this Act are severable. Should any article, section, subsection, or provision of these regulations be declared by a court of competent jurisdiction to be invalid or unconstitutional, such decision shall not affect the validity or constitutionality of these regulations as a whole or any part thereof other than the part so declared to be invalid or unconstitutional.

SECTION 7 – AMENDMENTS

The Planning Commission may from time to time adopt amendments that will tend to increase the effectiveness of these regulations or expedite the approval of subdivision plats. These regulations and amendments thereto may be amended by The Planning Commission after a public hearing by giving due notices as required by law.

SECTION 8 – PENALTY

The Planning Commission is hereby authorized to provide a penalty not to exceed \$100.00 per lot to be paid by anyone who subdivides property and conveys lots there from without first having recorded the plat of such subdivision as is herein provided. Each day in violation shall constitute a separate offense.

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ARTICLE II

DEFINITIONS

SECTION 1 – GENERAL

Except as otherwise provided herein, all words shall have the customary dictionary meaning. The present tense includes the future tense. The singular number includes the plural, and the plural includes the singular. The word “person” includes a firm, corporation, association, organization, trust or partnership. The word “lot” includes “plot” or “parcel”. The word “building” includes “structure.” The word “shall” is mandatory. The word “may” is permissive.

SECTION 2 – SPECIFIC DEFINITIONS

When used in these regulations, the following words and phrases shall have the meaning given in this section:

- (1) ALLEY: A minor public way having a narrow right-of-way and affording a secondary means of access to service abutting properties.
- (2) APPLICATION: The act of initially submitting a plan to the Planning Commission.
- (3) BLOCK: A tract or parcel of land entirely surrounded by public highways or streets, other than alleys.
- (4) BUILDING INSPECTOR: The person duly designated by the City of Alabaster to inspect buildings and subdivisions within the City.
- (5) BUILDING SETBACK LINE: A line parallel to the property line in front of which no structure may be erected.
- (6) CITY: The City of Alabaster, Alabama
- (7) CITY ADMINISTRATOR: *The duly appointed and designated Administrator Of the City of Alabaster, Alabama.*
- (8) CITY CLERK: The duly designated Clerk of the City of Alabaster, Alabama

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- (9) CITY COUNCIL: The chief legislative body of the City of Alabaster, Alabama
- (10) CITY ENGINEER: The duly designated Engineer of the City of Alabaster, Alabama
- (11) CITY SPECIFICATIONS: All construction specifications which have been adopted by the City Council or as required by the City Planning Commission and all utility departments.
- (12) CORNER LOT: A lot abutting upon two (2) or more streets at their intersection.
- (13) DOUBLE FRONT LOT: A lot having frontage on two (2) non-intersecting streets as distinguished from a corner lot.
- (14) CURB OR CURB LINE: The inside vertical face of a masonry curb, the center line of a valley gutter or the edge of pavement where no curb or gutters exist.
- (15) EASEMENT: A grant of rights by the property owner for use of a strip of land for specified purposes.
- (16) ENGINEER: A Professional Engineer and registered by the State of Alabama Board of Registration for Professional Engineers and Surveyors.
- (16B) FAMILY SUBDIVISION: The division of a lot, tract, or parcel of land into two (2) or more lots, plats, sites or other divisions of land, whether described by metes and bounds or by any other description, for the purpose of establishing a residential use to be occupied by legally related immediate family members (spouse, child, parent, grandparent, sibling or step-related individuals of the same status). Proof of legal relation shall be the unique responsibility of the applicant.
- (17) FINAL PLAT: A plat of a tract of land which meets the requirements of these regulations and is in form for recording in the office of the Probate Judge of Shelby County, Alabama.
- (18) GROUP DEVELOPMENT: A development comprised of two or more structures, built on a single lot, tract, or parcel of land, and designed for occupancy by separate

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entities, firms, or other enterprises. (i.e. shopping center, etc)

- (19) GOVERNING BODY: The City Council of the City of Alabaster, Alabama.
- (20) HARDSHIP: An unusual situation on the part of an individual property owner which will not permit him/her to enjoy the full utilization of his property which is given to others within the city. A hardship exists only when it is not self-created, or when it is not economic in nature.
- (21) HEALTH DEPARTMENT: The Shelby County Department of Health and the State of Alabama Health Department.
- (22) LOT: A parcel of land.
- (23) MONUMENT: Any permanent object serving to indicate a limit or mark a boundary.
- (24) OPEN SPACE: Any land either publicly or privately owned which is designated as being permanently undeveloped and used for recreation, conservation, or preservation.
- (25) OWNER'S ENGINEER: The engineer registered and in good standing with the State Board of Registration of Alabama who is the agent in his professional capacity of The owner of land which is proposed to be subdivided or which is in the process of being subdivided.
- (26) PLANNING COMMISSION: The Planning Commission of the City of Alabaster, Alabama.
- (27) *PLANNING AND ZONING COORDINATOR: Coordinator responsible for all Subdivision applications, mail outs, and coordination of reviews and plans.*
- (28) PRELIMINARY PLAT: A tentative plan of a proposed subdivision submitted to the Alabaster Planning Commission for its consideration.
- (29) PROBATE JUDGE: The Judge of Probate of Shelby County, Alabama.
- (30) SIDEWALK: A walkway constructed for use by pedestrians.

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- (31) SINGLE TIER LOT: A lot which is adjacent to an arterial street, a railroad, a physical barrier, or one used for residential or nonresidential purposes and to which access from the rear of the lot is usually prohibited.
- (32) STREET PLAN, MAJOR: The major street plan, City of Alabaster, Alabama, prepared as an element of the comprehensive plan.
- (33) STREETS, ARTERIAL: Streets which are used primarily for moving fast or heavy traffic as shown on the Major Street Plan.
- (34) STREETS, COLLECTOR AND SECONDARY: Streets which carry traffic from minor streets to the system of major streets.
- (35) STREET, CUL-DE-SAC: A short street designed to have one end permanently closed; the closed end terminated by a vehicular turn-around.
- (36) STREETS, MARGINAL ACCESS: A street which is parallel with and adjacent to an arterial street and which provides access to abutting properties and protection from through traffic.
- (37) STREET, MINOR: Streets used primarily to provide access from abutting Properties to collector streets.
- (38) SUBDIVIDER: The person (s), firm (s), or corporation (s) engaged in the process of creating a subdivision or having completed a subdivision of said land.
- (39) SUBDIVISION: The division of a lot, tract, or parcel of land into two (2) or more lots, plats, sites, or other divisions of land. Also, when appropriate to the context, this term relates to the process of subdividing or to the land or territory being subdivided, including changing of lot size, private or public streets and alleys, and extension of major utility locations.
- (40) ZONING ORDINANCE: The official Zoning Ordinance of the City of Alabaster, Alabama.

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ARTICLE III

PROCEDURE FOR PLAT APPROVAL

SECTION 1 – GENERAL

The procedure for review and approval of a subdivision plat consists of two (2) separate steps. The initial step is the preparation and submission to the *Zoning Coordinator* of a preliminary plat of the proposed subdivision. The second step is the preparation and submission of a final plat to the *Planning Commission*. Along with the final plat all required certificates and bonds should be delivered to the *City Clerk and Zoning Coordinator for approval by the Planning Commission*. This final plat becomes the instrument to be recorded in the Office of the Probate Judge when duly signed by the Chairman of the Planning Commission, *City Engineer, Building Official, and the Mayor of Alabaster, Alabama and shall be attested by the City Clerk*.

SECTION 2 – PRELIMINARY PLAT APPROVAL

The application for preliminary plat approval, including *three (3) 24 x 36 inch prints and one (1) 11 x 17 inch print* of the Subdivision plan, shall be submitted to the *Zoning Coordinator* at least *twenty one (21)* days prior to the Planning Commission's regularly scheduled meeting. A fee of one hundred (\$100) dollars plus the cost of giving legal notice to adjacent properties shall be paid at the time of filing the preliminary plat. *Also at the time of submittal of the preliminary plat the developer shall supply the names, address, and owner verification of all adjacent lots to the proposed development*.

The *Planning and Zoning Coordinator* shall transmit prints of the preliminary plat to the appropriate City Departments, the City Engineer, and any other city or county department (s) for review and recommendations in relation to specific service problems.

Prior to approval of the preliminary plat, the Planning Commission shall hold a public hearing. Notice of such hearing shall be sent to all adjoining land owners as their names appear upon the plats in the Shelby County tax assessor's office. Notice of

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the public hearing shall be sent at least five (5) days prior to the date of the hearing.

The preliminary plat *and preliminary plans*, which shall meet the minimum standards of design and the general requirements for the construction of public improvements set forth in these regulations, shall give the following information:

1. Preliminary Plat

- a. *Vicinity Sketch Map*;
- b. Name and location of subdivision;
- c. Names and addresses of owner, subdivision project engineer and surveyor;
- d. North arrow, scale and date;
- e. Boundaries and approximate dimensions;
- f. Amount of acreage to be subdivided;
- g. *Zoning of land and adjoining land*;
- h. *Linear Footage of Roadway to be installed and linear footage of Sidewalks to be installed*;
- i. Major traffic arteries, utilities, and community facilities (major shopping areas, schools, parks, hospitals, churches) which are pertinent to the proposed design.
- j. *Any uses or requirements set forth in the zoning ordinances and regulations: (example; sidewalks, underground utilities, buffers, etc)*
- k. *Written permission from Shelby County and / or State of Alabama Department of Transportation to access any roadway other than a City maintained street.*

2. Preliminary Plans of subdivision at a scale of not more than one inch equals 100 Feet, *Projected in Alabama State Plane Coordinates (Alabama State Plane West, US Feet)* and showing the following:

- a. Name and location of subdivision;
- b. Names of owner, subdivision project engineer and surveyor;

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- c. North arrow, graphic scale, written scale, and date;
- d. Amount of acreage to be subdivided;
- e. *Vertical Datum for Topography based on NADA 88 vertical datum.* Contours shall be shown at two-foot intervals on grades less than 10 percent and at five-foot intervals on grades greater than 10 percent unless otherwise specified by the Planning Commission.
- f. Street plan which includes:
 - (1) location of all existing and proposed streets within the subdivision,
 - (2) widths of existing and proposed right-of-ways,
 - (3) street names which are subject to approval by the Planning Commission and shall not be in conflict with other named streets within the city,
 - (4) plan and profile of all streets,
 - (5) typical cross-section of proposed streets,
 - (6) curve data for the center-line of each street;
- g. Blocks and lots with approximate dimensions shown for all lot lines;
- h. *All building setback lines for each lot;*
- i. Plans of proposed utility layouts showing feasible connections to existing or proposed utility systems. When such connections are not practical, all proposed individual water supply and/or sewage disposal systems shall meet the approval of the Shelby County Department of Health.
- j. All proposed culverts (location and size);
- k. Location, width, and purpose of all easements;
- l. Location and dimension of land to be dedicated or reserved for parks, schools, open space or other public use;
- m. Any portion of the land in the subdivision subject to periodic inundation by storm drainage, overflow, or ponding shall be clearly shown and identified on

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the plat; This *shall also include any portion of the land within the 100 year flood plain or any portion of land within any flood plain;*

- n. *The existing zoning classification of subdivision and all contiguous land;*
- o. The names of adjacent subdivisions and the names and addresses of record owners of adjoining parcels of land as they appear on the current tax records;
- p. Location, size and type of all street signs and lights.
- q. *Size and dimensions of all lots.*

Within thirty **(30)** days after the first regularly scheduled meeting of the Planning Commission, which is held at least thirty **(30)** or more days after the submission of the preliminary plat, the Planning Commission shall review the plat and indicate its approval, disapproval, or approval subject to any required modifications. If a plat is disapproved, the reasons for such disapproval shall be stated in writing. If approved, subject to modifications, the nature of the required modifications shall also be indicated in writing.

Approval of the preliminary plat by the Planning Commission shall not constitute acceptance of the final plat, except when the final plat is completed during the specified time in substantial accordance with the layout shown on the preliminary plat.

Approval of the preliminary plat shall lapse unless a final plat in substantial conformance therewith is submitted within twelve **(12)** months from the date of such approval, unless an extension of time is specifically applied for by the subdivider and expressly granted by the Planning Commission.

SECTION 3 – FINAL PLAT

The final plat shall conform substantially to the preliminary plat as approved; and, if desired by the subdivider, it may constitute only that portion of the approved preliminary plat which he proposes to record and develop at that time; provided, however, that such portion conforms to all of the requirements of these standards.

At least thirty **(30)** days prior to the meeting at which it is to be considered, the

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subdivider shall submit to the *Zoning Coordinator* the original drawing of the plat, done in black drawing ink, along with three (3) copies (black and white or blue line prints), together with any street profiles or other plans which may be required by the Planning Commission.

At the time of filing the final plat the subdivider shall be required to pay a fee to the City of Alabaster to cover the cost of engineering fees incurred by the city in review and inspection of the subdivision.

The final plat shall be drawn to a scale of one (1) inch equals one hundred (100) feet on sheets not larger than twenty-four (24) by thirty-six (36) inches. When more than one (1) sheet is required, an index sheet of the same size shall be filed as a key showing the entire subdivision with the sheets in alphabetical order.

The final plat shall give the following information:

1. Vicinity Sketch Map at a scale sufficient to show the site in relation to its surroundings. The map submitted with the preliminary plat may be used.
2. Final Plan of the subdivision including the following:
 - a. Name and location of subdivision;
 - b. Name of owner, subdivision project engineer and surveyor;
 - c. North arrow, graphic scale, written scale and date;
 - d. Location, width, and name of all streets, roads and alleys and other right-of-ways;
 - e. Location of all blocks and lot lines with all lot numbers in numerical order;
 - f. *All building setback lines;*
 - g. *Zoning of Subdivision;*
 - h. Sufficient data to determine readily and reproduce on the ground the location, bearing, and length of every road line, lot line, boundary

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line, block line, *easement*, and building line, whether curved or straight, and including the radius, central angle, and tangent distance, and the length of curve for the center line of all curved roads and property lines which are not the boundary of the property being subdivided.

The length of all dimensions shall be to the nearest one tenth or .10 of one (1) foot, and bearing of all angles to the nearest one (1) minute;

- i. Location, dimensions, and purpose of all easements;
- j. Location and description of all monuments and iron pins;
- k. Name and location of adjoining subdivisions, roads, and the location and ownership of adjoining unsubdivided property.
- l. Flood zone certification and minimum finish floor elevations not to be exceeded.*
- m. Note linear footage of streets, sidewalks, curb and gutter, valley gutter, and Utilities (sewer main, manholes, etc.).*

The following certifications shall be presented along with the final plat:

1. Certification showing that the applicant is the legal owner of the land, and that he formally dedicates all streets, right-of-ways, and any other sites for public use.
2. Certification by a registered surveyor of the accuracy of the survey and plat, and the placement of all required monuments.
3. Certification of approval by the Shelby County Department of Health when individual sewage disposal or water systems are to be installed.
4. Certification by the *Planning and Zoning Coordinator*, Building official, and City Clerk that the subdivider has complied with one of the following alternatives:

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- a. Installed all improvements according to the requirements of these regulations, or
- b. Posted a surety bond in an amount sufficient to assure the completion of all required improvements.
- c. Developer shall be responsible for all street sign installation. All street signs shall be installed and in place prior to final plat approval.
- d. The City will be responsible for replacement of street signs after the City assumes ownership of a street. However, the City shall not be responsible for replacement of decorator or "theme" signs, post, or street lights. The City will replace all such items with standard equipment used universally by the City.

When the plat has been approved by the Planning Commission, the final tracing containing all required certifications shall be returned to the subdivider to be used for filing with the Probate Judge as the official plat of record. One (1) copy shall be retained in the records of the Planning Commission. The Planning Commission must consider a final plat within thirty (30) days after its first regularly scheduled meeting which is held thirty (30) or more days after the submission of the final plat. If the plat is disapproved, ground for such disapproval shall be stated in writing in the official minutes of the Planning Commission.

Approval of final plat by the Planning Commission shall not constitute acceptance by the public of the dedication of any street or other public way or ground. After approval of the final plat and the construction of streets shown thereon, the Planning Commission may recommend to the Governing Body that it accepts these streets as public roads and take over their perpetual maintenance. *(See bonding for seal coat and work acceptance.*

Developer shall provide Planning Commission a copy of any subdivision Restrictive covenants.

SECTION 3 – SMALL SUBDIVISIONS

Where a proposed subdivision already has in existence public improvements

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that present no engineering or planning problems, the Planning Commission may waive any of the requirements of this article and may approve the final plat without submission of a preliminary plat or any other supportive documents.

SECTION 4 – FAMILY SUBDIVISION

A family subdivision is created when a person (s) divides a tract of land into two (2) or more residential parcels and whose conveyance is to any person legally related to the immediate family member (see “Definitions” – Family Subdivision). The application must provide truthful representation of the legal relationship and that the property has access from either a paved dedicated county road or from a private road or easement. Property subdivided under the terms of this section shall be for the exclusive use of immediate family members unless required public improvements are constructed in accordance with the City of Alabaster Subdivision Regulations. Application for a Family Subdivision shall consist of a final plat. The Plat must be approved by the City of Alabaster Planning and Zoning Commission. *After a family subdivision is subdivided once, any of the lots involved in the subdivision may not be subdivided again until twelve (12) months after the approval of the first subdivision.*

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ARTICLE IV

DESIGN STANDARDS

SECTION I – CONFORMITY TO COMPREHENSIVE CITY PLAN

All proposed subdivisions shall conform to any Comprehensive City Plan, Access Management Plan, and/or Zoning Regulations.

1. The population densities established by the Zoning Ordinance and the Land Development Plan shall be observed by the subdivider and developer.
2. All thoroughfares in the Major Street Plan shown crossing or bordering a proposed subdivision are required to be provided for in the location and at the right-of-way width designated on the Major Street Plan.
3. To insure development of the community in substantial conformity with the general principles set forth in the official plans and maps of the City of Alabaster, the Planning Commission may require that the subdivider reserve open spaces for parks, schools, fire stations, playgrounds, and any other use essential to the welfare of the community. (However, no more than 10 percent of total subdivision may be required for this purpose.) If additional area over ten (10) percent of a proposed subdivision is necessary to fulfill the requirements of the community, the additional area shall be offered for sale to the city at its fair market value. Such offer shall extend for a period of not less than ninety (90) days from the date of receipt by the City.
4. Clearly noted on the preliminary plat should be all the improvements the owner proposed to make pursuant to the development of the subdivision. These improvements shall relate to drainage, utilities, and other improvements necessary to permit development of the subdivision. Also, clearly noted on the preliminary plat should be all the improvements the owner proposes to request the City of Alabaster to make, relative to off-premise

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- improvements necessary to the development of the subdivision. These improvements shall relate to drainage improvements necessary to carry runoff to a major drainage channel, and also all extensions of water mains, sewers, and other utility extensions.
5. *If a development will exceed a total of 150 new residences there shall be a primary and secondary entrance. All exceptions will have to be pre-approved by the planning commission.*
 6. *All streets, sanitary sewers, storm sewers, storm ditches, waterlines, power lines, cable television, gas lines, and other utilities may be used for such purposes to serve property both within and without the subdivision, as determined appropriate by the planning commission.*
 7. *Supply Traffic, Flood, and/or Drainage Studies with major subdivisions or as required.*

SECTION 2 – STREET PLAN

1. GENERAL

The arrangement, character, extent, location, and grade of all streets shall be laid out according to good land planning principles and shall be integrated with all existing and planned streets. New streets shall consider topographical conditions, orientation to vistas, public convenience and safety, and the proposed uses of land to be served by them. The proposed street system shall also be coordinated with the street system of the surrounding area. However, the number of streets converging upon any one point which would tend to promote congestion shall be held to a minimum. Creation of multiple street intersections shall not be permitted. The street pattern shall be in conformity with a plan for the most advantageous development of the entire neighboring area. Sufficient proposed streets shall be provided to create normal circulation of traffic within the vicinity. Land abutting a

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proposed subdivision shall not be land-locked by such proposed subdivision.

Street design shall provide connections to abutting properties at intervals not to exceed the maximum block length of twelve hundred (1200) feet. In addition, if in the opinion of the Planning Commission, it is desirable to provide street access to an adjoining property, said street shall extend by dedication to the boundary of such property. A temporary turn-around, as defined in design standards for street cul-de-sac, shall be provided for these streets. Minor streets shall be so laid out that their use by through traffic in the subdivision will be discouraged.

Subdivisions which abut or have included within the proposed area to be subdivided any freeway or arterial street shall provide the following:

- (a) A marginal access street, or
- (b) Reverse frontage with screen planting contained in a non-access reservation along the rear property lines, or
- (c) Deep lots with rear service drives, or
- (d) Other treatment which may be necessary to provide for the adequate protection of properties, and to afford separation of through and local traffic.

Intersections of minor subdivision streets with major and arterial streets shall be held to a minimum.

2. MINIMUM STREET RIGHT-OF-WAY WIDTHS

The planning Commission shall have the discretion of identifying or classifying streets. The widths or right-of-ways for the various streets (arterial streets, collector streets, minor streets and alleys) are indicated below.

Widths shall be not less than as follows:

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STREET TYPE	RIGHT-OF-WAY
Arterial Street	100 feet (or as specified by the Planning Commission)
Collector Street	50 feet
Alleys	20 feet
Cul-de-sac (Diameter)	100 feet

Additional Width on Existing Roads

Subdivisions that adjoin existing roads shall dedicate additional right-of-ways to meet the above minimum road width requirements.

- (a) The entire right-of-way shall be provided where any part of the subdivision is on both sides of the existing road.
- (b) When the subdivision is located on only one side of an existing road, one-half (1/2) of the required right-of-way, measured from the center line of the existing roadway, shall be provided.

3. MINIMUM ROADWAY WIDTHS

The minimum pavement widths for the various classifications of streets shall be as follows:

STREET TYPE	PAVEMENT WIDTH (Measured from pavement edge to pavement edge)
Arterial Street	50 feet (or as specified by The Planning Commission)
Collector Street	22 feet of pavement with 2 valley gutters or 24 feet of pavement with two 1 foot 6 inch curbs
Alleys	20 feet
Cul-de-sac	40 feet radius

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Divided streets shall provide the required pavement width in addition to the median or street divider.

4. STREET GRADES

- (a) Street grades shall comply with good engineering practice and shall not be greater than fifteen (15) percent or be less than five tenths (0.5) percent.
- (b) Grades approaching intersections shall not exceed five (5) percent for a distance of one hundred (100) feet from the center line of the intersection.
- (c) Streets shall be graded to a minimum line of seven (7) feet back of the curb line with a rise of not less than eight (8) inches or more than fifteen (15) inches from the flow line of the gutter.
- (d) Surface cross-drainage shall not be permitted on any street.
- (e) Vertical curves shall be constructed according to sound engineering practices and shall have a minimum length of 100 feet.

5. ALIGNMENT AND VISIBILITY

- (a) Minimum radii of horizontal curves shall be not less than one hundred (100) feet.
- (b) There shall be a tangent of 100 feet provided between all reverse curves.
- (c) Clear horizontal visibility, measured along the centerline, shall be provided for at least six hundred (600) feet on arterial streets and three hundred (300) feet on collector streets.
- (d) Where an existing road or other right-of-way falls within a proposed subdivision tract and the subdivider proposes to abandon this right-

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of-way, the Planning Commission shall review this proposal in light of its effect on neighboring properties, and forward its recommendations to the City Council prior to its taking legal action on the matter.

- (e) Where there are roads and right-of-ways in existence and are proposed to be retained, they must be designed so as to eliminate all bends, crooks, and other undesirable hazardous conditions.
- (f) *All street plans shall have a grading plan reflecting the new street grade contours connecting to the existing contours.*

6. INTERSECTIONS

- (a) Submission of a grading plan showing existing conditions and a detailed design for intersections which are unusual or located on difficult terrain may be required by the Planning Commission.
- (b) Acute angles at street intersections are to be avoided; in no case will an angle of less than sixty (60) degrees be permitted.
- (c) Minimum Radii of Intersections
 - (1) Property lines at arterial and major street intersections shall be rounded with a radius of twenty five (25) feet. An increased radius shall be required when the angle of intersection is less than ninety (90) degrees.
 - (2) Roadway and curb intersections shall be made concentric and shall be rounded by a radius of not less than ten (10) feet.
- (d) Street intersections with centerline offsets of less than one hundred twenty five (125) feet shall not be permitted.

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7. ACCESSIBILITY:

(a) Where a proposed subdivision has no frontage on an existing Public Road, or right-of-way, the subdivision must provide, and dedicate to the City, a suitable right-of-way. This connecting road becomes part of the street system of the proposed subdivision and is subject to all regulations regarding streets.

8. PRIVATE RESERVE STRIPS

Private reserve strips controlling access to streets shall be prohibited.

9. LAND SUBJECT TO FLOODING

Land subject to flooding or land deemed to be topographically unsuitable for urban usage shall not be platted for residential occupancy, nor for any other uses which may increase danger to health, life, or property, aggravate erosion, or increase flood hazard. *Any flood hazard area shall not be calculated in the square footage of the lot. (See the City of Alabaster's Flood Hazard Ordinance)*

10. HALF STREETS

Where there exists a dedicated or platted half-street adjacent to the tract to be subdivided, the other half shall be platted. New half-streets or half-alleys shall be prohibited.

11. CUL-DE-SACS

Streets designed to have one end permanently closed shall be provided at the closed end with a turn-around having a minimum right-of-way diameter of one hundred (100) feet, and a minimum roadway diameter of eighty (80) feet.

12. ALLEYS

(a) Alleys may be required in commercial and industrial districts, except

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that the Planning Commission may waive this requirement where other definite and assured provision is made for service access, such as off-street loading, unloading, and parking facilities consistent with zoning requirements.

- (b) Alleys are not permitted in residential districts, except when the Planning Commission determines special conditions warrant a secondary means of access.

13. NAMES

- (a) No street name shall be used which will duplicate by spelling or sound or otherwise be confused with the name of existing streets. Street names are subject to the approval of the Planning Commission, 911, and Building Official.
- (b) Subdivision names and apartment project names shall not duplicate or be confused with existing names. Subdivision and apartment project names are subject to approval by the Planning Commission.

14. MINIMUM REQUIREMENTS

- (a) Total roadway width shall not be less than twenty seven (27) feet, including curbing, and the subgrade shall be compacted, *tested (98% standard density AHD223-71A method)*, and shaped. *The compaction test should be reviewed and a written letter of approval shall be received* prior to application of base materials.
- (b) The base course shall have a compacted thickness of no less than six (6) inches and base course materials shall be approved, as to mixture and durability of materials, by the Superintendent of Streets.
- (c) All streets shall be paved and have either valley gutters or vertical curbs. (Unless otherwise approved by the planning commission.)

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- (d) A typical roadway section with the street grades shall be submitted for approval along with the drainage plan.
- (e) All intersections shall have a sufficient turning radius to accommodate traffic in a normal manner.
- (f) Proper drainage structures shall be constructed at designated locations determined by field inspection and contour maps of the subdivisions with the approval of the City Engineer.
 - (1) Catch basins and drop inlets shall be constructed as necessary.
 - (2) Combination curb and gutter shall be constructed where no cross drains are feasible to divert the flow of water from the street at the discretion of the City Engineer.
 - (3) Water will not be permitted to run down the street more than five hundred (500) feet (where at all possible) without proper drainage structures to intercept surface water.
- (g) A permanent type *binder* pavement shall be applied by the subdivider or developer to all streets (two (2) inch hot plant mix minimum). *Seal coat shall be a minimum of one (1) inch thick.*
- (h) The materials and type of materials used shall have the approval of the City Engineer.
- (i) No street will be accepted for maintenance unless approved by the *City Engineer, Public Works Director, City Administrator, and the City Council.*

SECTION 3 – BLOCKS (*Not Allowed*)

Below Listed Requirements are only for the purpose of resubdivision of lots

Within existing blocks. Block and Block numbering is no longer permitted.

The lengths, widths, and shapes of blocks shall be determined with due regard to

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- (a) Provisions of adequate building sites suitable to the special needs of the type of use contemplated;
- (b) Zoning Ordinance and Health Department requirements as to lot sizes and dimensions:
- (c) Needs for convenient access, circulations, control, and safety of street traffic; and,
- (d) Limitations and opportunities of topography.

Block lengths shall not be less than four hundred (400) nor more than twelve hundred (1200) feet and shall normally be wide enough to allow two (2) tiers of lots of appropriate depth.

Pedestrian crosswalks not less than ten (10) feet wide may be required where deemed essential in blocks over eight hundred (800) feet long by the Planning Commission to provide circulation or access to schools, playgrounds, shopping center, bus stops, and other community facilities.

SECTION 4 - LOTS

1. The lots size, width, depth, shape, and orientation, and the minimum building setback line shall be appropriate for the location of the subdivision and for the type of development and use contemplated.
2. Lot dimensions shall conform to the requirements of the Zoning Ordinance and the requirements of the County Health Department. In cases where requirements conflict, the greater requirement shall govern.
3. Depth and width of properties reserved or laid out for commercial and industrial purposes shall be adequate to provide for off-street parking and loading for the use contemplated.
4. Each lot shall be provided with access to a public street and front upon a dedicated street not less than *thirty (30)* feet in width. *(These lots will not be eligible*

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for re-subdivision.)

5. Double frontage and reverse frontage lots shall be avoided, except where essential to provide separation of residential development from traffic arteries, or to overcome specific disadvantages of topography and orientation.
6. Side lot lines shall normally be at right angles to streets, except on curve where they shall be radial.

SECTION 5 - EASEMENTS

1. Easements across lots or centered on rear or side lot lines shall be provided for utilities and drainage where necessary, and shall not be less than a total of ten (10) feet wide, unless otherwise approved by the engineering department of the specific utility.
2. Where a subdivision is traversed by an existing or proposed water course, Drainage way, channel, or stream, there shall be provided a storm drainage easement or right-of-way conforming substantially with the lines of such existing or planned drainageway. The width of such drainage easement or right-of-way shall be sufficient to contain the ultimate channel and maintenance way for the tributary area upstream.
3. Lots and easements shall be arranged in such a manner as to eliminate unnecessary easement jogs or off-sets and to facilitate the use of easements for power distribution, telephone service, drainage, water, and sewer services.

SECTION 6 – DRAINAGE AND INUNDATION

A drainage plan shall be made for each subdivision by the Owner's Engineer, which plan shall take into consideration the ultimate or saturated development of the tributary area in which the proposed subdivision is located. Adequate provisions shall

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be made to provide drainage easements needed within the subdivision, taking into consideration the saturated development of the tributary area.

The storm and sanitary sewer plans shall be worked out prior to the development of the other utility plans. Engineering considerations shall give preferential treatment to these gravity flow improvements as opposed to other utilities and improvements. Off-premise drainage easements and improvements may be required to handle the runoff of subdivisions into a substantial natural tributary. Under no condition shall storm drainage be emptied into the sanitary sewer system or vice versa.

Low areas subject to periodic inundation shall not be developed or subdivided unless and until the Planning Commission establishes that:

- (a) The nature of the land use (i.e., recreational areas) would not lend itself to damage by water inundation to an appreciable extent;
- (b) The area may be filled or improved in such a manner to prevent such periodic inundation; or
- (c) Minimum floor elevations be required to prevent damage to buildings and structures.
- (d) All other portions of the overall plans should meet or exceed the City of Alabaster's Flood Ordinance.

The Planning Commission may require whatever additional engineering information it deems necessary to make a decision on subdivisions and other development which contains an area of questionable drainage. Lakes, ponds, and similar area will be accepted for maintenance only if sufficient land is dedicated as a public recreation area, or if such area constitutes a necessary part of the drainage control system.

General drainage requirements are given below:

- (a) A complete drainage plan and contour map showing the pipe sizes, their

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locations and the areas to be drained, shall be submitted along with the profile grades, *final grading plan*, and typical roadway section for approval which should also include drainage outside of the subdivision to the nearest major substantial tributary.

- (b) All existing drainage structures shall be shown on the preliminary plat and contour map.
- (c) All off project drainage, draining onto the subdivision, shall be shown on contour maps showing the areas in acres that the subdivision will have to accommodate.
- (d) No oil drums or unacceptable pipe shall be used; only pipe that meets the specifications of the City of Alabaster.
- (e) On any single drainage structure requiring twenty (20) square feet or more of end area, a special drawing will be required for approval.
- (f) Masonry and/or reinforced concrete drainage shall be constructed in accordance with the city's specifications and shall be inspected and approved by the City of Alabaster prior to placement of backfill material.
 - (A) *All storm sewer inlet shall be 'S' Type and all yard inlets shall have a concrete apron around the inlet throat.*
 - (B) *All inlet boxes shall be precast or reinforced poured in place. No other type will be accepted.*
 - (C) *Brick may only be used to adjust final grade rings or tops no More than 11 inches in height.*
 - (C) *All headwalls should be wing type precast or poured in place.*
- (g) Where the subdivider has open ditches a minimum of 2 to 1 front slope and flat bottom ditch is required; the width of ditch shall be determined by existing conditions and approved by the City Engineer. V-bottom ditches will be permitted in special cases. *All ditches shall be lined with grass and stabilization fabric.*
- (h) *In the event of a low or flat area or were it is deemed necessary by the City*

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And / or their engineer the ditchline will be required to be concrete lined.

- (i) Each development will be responsible for supplying detention for the storm Water runoff from that development. Design requirements are to be for 25 Year storm with an adequate detention time. (Reference, see Alabama Handbook for Erosion Control, Sediment Control, And Stormwater Management on construction sites and Urban Areas.)*
- (j) All other portions of the proposed development should meet or exceed the City of Alabaster's Erosion Control Ordinance.*
- (k) An adverse letter of effects will be required with all storm drainage plans and/or developments.*
- (l) A BMP (Best Management Plan) should be included with each development.*

SECTION 7 – VACATING A STREET

No street may be vacated unless such action is recommended by the City Planning Commission to the City Council and approved by the City Council.

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ARTICLE V

REQUIRED IMPROVEMENTS

SECTION I – GENERAL

All improvements required shall be constructed in accordance with the standards set forth in these regulations, and under the inspection of the Street Superintendent or his duly authorized representative and the engineering department of the respective utility.

All water mains, sanitary sewers and laterals, fire hydrants, and storm sewers shall be installed as necessary to prevent the future cutting of the pavement of any street, sidewalk, or other required pavement. *All utilities within the roadway shall be backfilled entirely with stone. Any other method of backfill shall be approved prior to installation and will require compaction testing.*

Prior to the beginning of construction, the developer shall make all necessary arrangements with the City or private testing laboratories for inspection and testing of materials and construction.

1. STREETS AND ALLEYS

On all streets and alleys within the jurisdiction of these regulations, a suitable hard surfaced permanent type of pavement shall be constructed in accordance with the City of Alabaster's construction specifications.

Pavement without curb and gutters shall not be permitted and neither shall curb and gutters without paving *without the planning and zoning board approval.*

2. SIDEWALKS

Sidewalks shall be placed on both sides of all streets in a commercial subdivision and may be required in residential subdivisions in the vicinity of schools and other community facilities. (See City of Alabaster Zoning Ordinance.)

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3. CURBS AND GUTTERS

Standard approved type curbs and gutters shall be placed on both sides of all new streets within the area of jurisdiction of these regulations in accordance with the City specifications.

4. WATER MAINS

The design and specifications of the distribution system shall meet the water system requirements. Water mains shall be extended the full length or width of the pavement. Water mains shall meet the requirements of the Alabaster Fire Department and the Shelby County Department of Health and the Alabaster Water Board.

5. FIRE HYDRANTS

Fire Hydrants shall be installed along each street every six hundred (600) feet in residential districts. The water supply and pressure shall be in accordance with the version of the International Fire Code currently adopted by the City.

6. SANITARY SEWERS

Sanitary Sewers shall be installed in each subdivision. All sanitary sewer lines shall be installed in such a manor as to adequately serve all lots. An owner may not reserve or restrict use of a sanitary sewer line, or other utilities, to lots only within the subdivision. The planning commission may require sanitary sewer lines, and access to other utilities, to extend to adjacent property lines for use by adjacent property owners or subdivisions, (in accordance with reasonable land use planning and harmonious development of surrounding properties).

Septic Tanks may be permitted in some circumstances in lieu of sewer lines, However see Article VIII Exceptions for procedures. If septic tanks are allowed, Special approval must be obtained from the County Department of Health.

Lot size shall not be less than the minimum standard and of satisfactory size for

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the proper installation of the septic tank sewage system, as indicated by percolation test, if appropriate. No building permit shall be issued until written approval has been given by the Shelby County Department of Health.

All subdivisions with less than one acre lots shall have capped sewer unless the Planning Commission deems that in their opinion there are circumstances in which capped sewer is not appropriate.

All homes shall have a back water valve installed.

7. STORM SEWERS AND DRAINAGE

Storm sewers and drainage structures shall be designed and installed as required in accordance with good engineering practice. In no case shall the size of pipe used for storm drainage be less than eighteen (18) inches in diameter. The subdivider shall provide Portland cement concrete curb or valley gutters with backfill sloping toward the curb and higher than the curb to ensure drainage of surface water into the storm drainage system.

8. PROPERTY MARKERS

All lot corners shall be marked with iron pipe or rebar not less than three-fourths (3/4) inches in diameter and twenty-four (24) inches long, and driven so as to be flush with the finished grade.

9. MISCELLANEOUS

- (a) All lot pins and markers shall be established on the ground prior to final approval of record map.
- (b) The City will not construct any street, install any drainage or do any maintenance work in any recognized or recorded subdivision before the subdivision is duly accepted for maintenance.
- (c) The City will, after construction of streets and drainage is completed, accept the street and drainage for maintenance provided:

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- (1) That it meets the minimum requirements of the City.
 - (2) That all necessary improvements are installed.
 - (3) That there are no claims or liabilities against the subdivision that will be passed on to the City.
 - (4) That all improvements shown and stated on the record map shall have been installed or complied with.
- (d) In residential areas where apartment type projects are contemplated, off-street parking facilities shall be provided.
- (e) Subdivision maps shall be drawn in ink on one piece of linen tracing Cloth or other acceptable material.
- (f) On roads where no dedicated right-of-way exists, the building setback distance from center line of road shall be equal to thirty (30) feet plus standard setback required in the zoning districts affected.
- (g) A permanent type pavement shall be required on off street parking facilities in commercial and industrial developments.
- (h) All single family dwellings either attached or detached, shall have a permanently paved driveway.
- (i) The permanently paved driveway shall be designed to accommodate no less than two vehicles either side by side or parallel to discourage on street parking.
- (j) *Gravel or dirt will not be accepted for public parking.*

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ARTICLE VI

GUARANTEE OF COMPLETION OF IMPROVEMENTS

SECTION I – GENERAL

The subdivider shall be responsible for the provision of all required improvements to the subdivision. This may be accomplished by either the full installation of all required improvements by the developer at the time that the final plat is to be submitted to the Planning Commission or by the provision of a financial guarantee of performance.

1. SUBDIVISION IMPROVEMENT BOND

The guarantee of performance by the subdivider shall be in the form of a Subdivision Improvement Bond and shall meet the following requirements:

(a) ACCEPTANCE OF BOND: Bond must be approved by the City
Clerk, City Engineer, and/or Zoning Coordinator.

(b) VALUE OF BOND: The bond shall be one hundred fifty (150) percent of the amount sufficient to cover the total cost of installing all remaining improvements, including grading, paving of the streets, and installation of all required utilities and fees encountered during execution of improvements. *In no instance shall a bond expire prior to the application of the seal coat or being cashed. All bonds shall remain in affect until redeemed by the City or released by the City. All bonds posted shall be in the form of a certificate of deposit (CD) or bond. A letter or line of credit will not be accepted. The bond should be made payable to the City of Alabaster or the developer/company posting the bond.*

2. FAILURE TO COMPLETE WORK

If within twelve (12) months after filing said bond the subdivider has not completed all necessary improvements or if in the opinion of the Planning Commission said improvements have not been satisfactorily installed, the

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bond shall be used by the City to complete the improvements in satisfactory fashion, or the City may take such steps as may be necessary to require performance under the bond.

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ARTICLE VII

GUARANTEE AGAINST FAULTY MATERIAL

SECTION 1 – GENERAL

Final approval of street improvements shall be granted and streets accepted for maintenance by the City of Alabaster *after one of the following is completed:*

1. *at least 80% of the homes in the approved sector are completed, or*
2. *a period of 3 years from the recording of the final plat has passed, and*
3. *said developer shall maintain the aforementioned street for a period of one year after the final seal coat is applied.*

When this requirement is fulfilled one or both of the following provisions shall prevail:

1. In any case in which the Planning Commission and/or the City Council may have reasonable doubt concerning the stability or proper construction of any improvement required herein, the City Council may require a maintenance bond for up to five (5) years for street construction maintenance and one (1) year for sewer lines and facilities. This bond shall be in cash or made by a surety company authorized to do business in the State of Alabama.

2. The City Clerk shall secure from all developers a letter or statement in which said developer shall agree to maintain backfill to the level of finished grade and to maintain improvements located thereon or therein of any excavation or fill which has been made in connection with the installation of improvements; and such letter or statement shall be binding on the developer for a period of one (1) year after the acceptance of such improvements by the City of Alabaster.

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ARTICLE VIII

VARIANCES

SECTION 1 – HARDSHIP

Where the Planning Commission finds that extraordinary hardships may result from strict compliance with these regulations due to unusual topographic or other conditions beyond the control of the subdivider, it may vary the regulations so that substantial justice may be done and the public interest secured, provided, however, that such variation will not have the effect of nullifying the intent or purpose of the Subdivision Regulations, Zoning Ordinance, Major Street Plan, or other elements of the Alabaster Comprehensive Plan. Any variance thus authorized is required to be entered in writing in the minutes of the Planning Commission.

SECTION 2 – EXCEPTIONS

The Planning Commission may review written requests from time to time from those subdividers that have a legitimate request for an exception to be made in the Subdivision Regulations pertaining to the following categories:

The development of a subdivision as shown by Preliminary plat is to be developed in sections instead of being developed all at the same time when the twelve month time limit allowed between preliminary and final plat has expired. Any issue involving the request for changes in curbs and gutters, capped sewers and paved ditches. The subdivider must submit an engineer's report detailing the effects any proposed change will have on both the immediate area and all subservient areas.

The request to waive the requirements of the Subdivision Regulations if the conveyance of property is to an individual (grantee) that has the intention of building a single family residence for the sole use as that grantee's homestead.

This request will only be considered to the point where the Planning Commission

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can see this development will not be on a large enough scale as to violate the purpose (See Article I, Section 1) of the Subdivision Regulations.

ARTICLE IX

COMMERCIAL SUBDIVISIONS AND DEVELOPMENTS

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SECTION 1 – GENERAL

Commercial subdivision development should meet the minimum requirements listed within the current version of the City of Alabaster's zoning regulations and foregoing general design standards (Article IV) and required improvements (Article V).

Commercial Subdivisions will also follow the same procedure for plat approval (Article III) and have the same requirements for guarantee of completion of improvements (Article VI) as well as guarantee against faulty material (Article VII).

The same procedure for variances (Article VIII) will apply unless the variance request is zoning requirement conflict. Zoning regulation variances will be reviewed by the Zoning Board of Adjustments.

SECTION 2 – INDIVIDUAL COMMERCIAL LOT DEVELOPMENTS

All individual commercial lot developments shall conform to the current City of Alabaster's Zoning Regulations and Subdivision Regulations. Each development at the time of submittal for permitting shall have the following:

- Detailed Site/Utility Plan
- Detailed Drainage/Grading Plan
- Detail Sheet (as required for construction)
- Profile Sheet (as required for storm sewer and sanitary sewer extensions)
- Erosion Control Plan and Details.
- Landscaping Plan
- Adverse Letter of Effects
- Drainage Calculations (Pre and Post Development)

The above listed items will be required before a construction permit will be issued.

The site layout should consider good land planning, future growth, and the surrounding area.