

CITY OF BURWELL GARFIELD COUNTY, NEBRASKA

SUBDIVISION REGULATIONS ORDINANCE #583

ADOPTED BY THE CITY OF BURWELL, NEBRASKA
SEPTEMBER 10TH, 2024

Prepared by
The City of Burwell Planning Commission
and



**CITY OF BURWELL, NEBRASKA
ORDINANCE NO. 583**

AN ORDINANCE OF THE CITY OF BURWELL, NEBRASKA TO APPROVE AND ADOPT A ZONING ORDINANCE AND SUBDIVISION REGULATIONS FOR THE CITY OF BURWELL, NEBRASKA, WHICH ORDINANCE IS INCORPORATED FULLY HEREIN BY REFERENCE, INCLUDING THAT AREA WITHIN ONE-MILE OF THE CORPORATE LIMITS.

WHEREAS, the City of Burwell Planning Commission has worked to develop a comprehensive amendment of the Zoning Ordinance and Subdivision Regulations, in conformance with Neb. Rev. Stat. §19-901 *et seq.*;

WHEREAS, the City of Burwell Planning Commission has duly held a Public Hearing,

WHEREAS, the City of Burwell Planning Commission has made a recommendation for adoption of the City of Burwell Zoning Ordinance and Subdivision Regulations to the City Council of Burwell, Nebraska;

WHEREAS, the City Council of Burwell, Nebraska, has held the required Public Hearing to collect public input on the proposed comprehensive development plan;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF BURWELL, NEBRASKA:

That the City Council adopts Ordinance No. 583 incorporating the City of Burwell Zoning Ordinance and Subdivision Regulations, including the extraterritorial jurisdiction extending one-mile from the corporate limits of the City, as recommended by the City of Burwell Planning Commission and after completion of the required Public Hearings, with such Ordinance in full being attached hereto and incorporated fully herein by reference;

And that all ordinances or parts of ordinances in conflict herewith are hereby repealed.

Passed and Approved this 10th day of September of 2024.



ATTEST:

Amy Hughes
City Clerk

Terry J. Case
Mayor

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ARTICLE 1: TITLE, PURPOSE, AND DEFINITIONS

Section 1.01 Name and Citation of Titles

These regulations shall be known, referred to and cited as "The Subdivision Regulations of Burwell, Nebraska."

Section 1.02 Purpose

The purpose of these regulations is to provide for the orderly development of Burwell and its jurisdiction. This will be done through prescribed rules and standards establishing functional arrangements of street layouts; open spaces; and adequate community facilities and utilities. These Subdivision Regulations will coordinate development with the City's transportation, land use and capital facilities plans, and will provide conditions favorable for the health, safety and convenience of the community, in accordance with applicable State Statutes, including Neb. Rev. Stat. §19-916.

Section 1.03 Rules

For the purpose of this ordinance the following rules shall apply:

Words and numbers used singularly shall include the plural. Words and numbers used in the plural shall include the singular. Words used in the present tense shall include the future.

The word "persons" includes a corporation, members of a partnership or other business organization, a committee, Board, commission, trustee, receiver, agent or other representative.

The word "shall" is mandatory, the word "may" is permissive.

The words "use," "used," "occupy," or "occupied" as applied to any land or building shall be construed to include the words "intended," "arranged," or "designed" to be used or occupied.

The word "Commission" shall refer to the Planning Commission of the City of Burwell, Nebraska.

Undefined words or terms not herein defined shall have their ordinary meaning in relation to the context.

Each gender shall include the other.

Section 1.04 Definitions

For the purpose of these regulations, certain words used herein are defined as follows:

ALLEY shall mean a public or private thoroughfare which affords only a secondary means of access to property abutting thereon.

APPLICANT shall mean the owner or duly designated representative of land proposed to be subdivided, or for which a special use permit, conditional use permit, temporary use permit, zoning amendment, variance, appeal, building permit, or certificate of occupancy and other similar administrative permits has been requested. Consent shall be required from the legal owner or his legal representative in writing except for building permits.

BLOCK shall mean a parcel of land platted into lots and bounded by public streets or by waterways, rights-of-way, non-platted land, City or County boundaries, or adjoining property lines.

BOND shall mean any form of security including a cash deposit, security bond, collateral, property, or instrument of credit in an amount and form satisfactory to the City Council which meets the intent of such security required by this Ordinance.

BOUNDARY ADJUSTMENT shall mean the transfer of property by deed to a respective owner or owners of contiguous property for the purpose of adjusting a boundary line and not for the purpose of creating an additional lot or parcel.

BUILDING SETBACK LINE shall mean the required zoning distance between a building and the lot line.

CITY shall mean the City of Burwell, Nebraska. Also, "City Council" or "Governing Body."

CITY COUNCIL shall mean the Burwell City Council.

CITY ENGINEER shall mean the City Engineer as hired or appointed by the Mayor and City Council or his/her authorized deputy, agent or representative.

CLERK shall mean the City Clerk of the City of Burwell, Nebraska.

COMPREHENSIVE DEVELOPMENT PLAN shall mean the Comprehensive Development Plan of Burwell, Nebraska as adopted by the City Council, setting forth policies for the present and foreseeable future community welfare as a whole and meeting the purposes and requirements set forth in the Neb. Rev. Stat. §19-903.

CONDITIONAL APPROVAL shall mean approval of a subdivision which requires the subdivider to take certain specified action in order to secure approval of the subdivision. The Resolution approving a subdivision shall specify the condition to be met and the time by which the condition is to be met.

CUL-DE-SAC shall mean a short public way with one end open to traffic and the other end terminated by a vehicular turn-around.

DEAD END STREET shall mean a public way which has only one outlet for vehicular traffic and does not terminate in a vehicular turn-around.

DEDICATION shall mean the intentional appropriation of land by the owner to some public use.

DESIGN shall mean the location of streets, alignment of streets, grades and widths of streets, alignment of easements, grades and widths of easements, alignment and rights-of-way for drainage and sanitary sewers, topographical changes and the designation of minimum lot area, width and length.

DEVELOPER See "Subdivider".

EASEMENT shall mean a grant, made by a property owner, to the use of said property by the public, a corporation, or persons, for specific purposes, such as access to another property or the construction of utilities, drainage ways or roadways.

FLOOD shall mean a general and temporary condition of partial or complete inundation of normally dry land areas from: (1) The overflow of inland or tidal waters, or (2) The unusual and rapid accumulation of runoff of surface waters from any sources.

FLOOD PLAIN shall mean any land designated by the Nebraska Natural Resources Commission, or the Federal Emergency Management Agency that is susceptible to being inundated by water from any source.

FLOODWAY shall mean the channel of a watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height.

FRONTAGE ROAD shall mean minor streets parallel to and adjacent to arterial streets and highways, which reduce the number of access points to the arterial street or highway for the purpose of increased traffic safety.

IMPROVEMENTS shall mean street grading, street surfacing and paving, curbs and gutters, street lights, street signs, sidewalks, crosswalks, water mains and lines, water meters, fire hydrants, sanitary sewers, storm drainage facilities, culverts, bridges, public utilities, or other such installation as designated by the City Council or its specific approving authority.

LOT shall mean a parcel or tract of land which is or may be occupied by a use herein permitted, together with yards, and other open spaces herein required, that has frontage upon an improved street, and is a part of a recorded subdivision plat or has been recorded prior to the adoption of the Regulation, or a parcel of real property delineated on an approved record of survey, lot-split or sub-parceling map as filed in the office of the Garfield County Register of Deeds and abutting at least one improved public street or right-of-way, two thoroughfare easements, or one improved private road.

LOT, CORNER shall mean a lot located at the intersection of two or more streets at an angle of not more than 135 degrees. If the angle is greater than 135 degrees, the lot shall be considered an "Interior Lot". The setbacks for a front yard shall be met on all abutting streets.

LOT, DOUBLE FRONTAGE, or THROUGH shall mean a lot having a frontage on two non-intersecting streets as distinguished from a corner lot.

LOT, FLAG shall mean an interior lot, the majority of which has frontage and access provided by means of a narrow corridor.

LOT, INTERIOR shall mean a lot other than a corner lot.

LOT SPLIT shall mean a subdivision of land involving the division of one lot into two lots.

LOT WIDTH shall mean the average horizontal distance between the side lot line, measured at right angles to the lot depth at a point midway between the front and rear lot lines.

MONUMENT shall mean an identification marker established by certified land survey and set by a registered land surveyor at each section corner, angle point, block corner, street centerline, or other point.

OPEN SPACE shall mean a parcel or parcels of land, together with the improvements thereon, primarily set aside for recreational use and enjoyment, exclusive of land areas used for streets, alleys, roads, driveways, parking areas, structures, and buildings.

PEDESTRIAN WAY shall mean a right-of-way or easement dedicated to public use, which cuts across a block to facilitate pedestrian access to adjacent streets and properties.

PLANNING COMMISSION shall mean the Planning Commission of Burwell, Nebraska.

PLAT shall mean a map showing the location, boundaries, and legal description of individual properties.

PLAT, FINAL shall mean the Final Plat of the plat, subdivision or dedication of land prepared for filing or recording in conformance with these regulations.

PLAT, PRELIMINARY shall mean the preliminary plan of the plat, subdivision or dedication prepared in conformance with these regulations.

PLAT OF RECORD shall mean a map prepared in conformance with the provisions of these regulations and any other applicable local regulations to be placed on record in the office of the Register of Deeds of Garfield County.

REPLAT shall mean the further subdivision of a lot or parcel of land previously subdivided, whether the re-subdivision results in more lots or fewer lots.

STREET shall mean a public thoroughfare or right-of-way dedicated, deeded, or condemned for use as such, other than an alley, which affords the principal means of access to abutting property including avenue, place, way, drive, lane, boulevard, highway, road and any other thoroughfare except as excluded in this Regulation.

STREET, ARTERIAL shall mean a street designed with the primary function of efficient movement of through traffic between and around areas of a City or county with controlled access to abutting property.

STREET, COLLECTOR shall mean a street or highway, which is intended to carry traffic from minor streets to major streets. Collector streets are usually the principal entrance streets to residential developments and the streets for circulation within the development.

STREET, CURVILINEAR shall mean local streets that deviate from straight alignment and change direction without sharp corners or bends.

STREET, LOCAL shall mean a street designed for local traffic that provides direct access to abutting residential, commercial, or industrial properties.

STREET, LOOPED shall mean a continuous local street without intersecting streets and having its two outlets connected to the same street.

STREET, MAJOR shall mean a street or highway used primarily for fast or high volume traffic, including expressways, freeways, boulevards, and arterial streets.

STREET, PRIVATE shall mean an open, unoccupied space, other than a street or alley dedicated to the public, but permanently established as the principal means of vehicular access to abutting properties. The term "private street" includes the term "place".

SUBDIVIDER shall mean any person, group, corporation, partnership, or other entity, or any agency thereof, dividing or proposing to divide land so as to constitute a subdivision.

SUBDIVISION shall mean the division of a lot, tract, or parcel of land into two or more lots, sites, or other divisions of land for the purpose, of transfer of ownership or building development, whether immediate or future, provided that the smallest lot created by the division is 10 acres or less in size.

SUBDIVISION AGREEMENT shall mean an agreement between a subdivider and the City that clearly establishes the subdivider's responsibility regarding project phasing, the provision of public and private facilities and improvements, and any other mutually agreed to terms and requirements.

TURNAROUND shall mean a space which permits the turning around of any passenger vehicle, such as a cul-de-sac or hammerhead.

WAIVER shall mean permission to depart from the requirements of an ordinance with respect to the submission of required documents.

ZONING DISTRICT shall mean an area delineated on a zoning map for which uniform use regulations are specified.

ZONING ORDINANCE shall mean the Zoning Ordinance of the City of Burwell, as amended from time to time.

ZONING PERMIT shall mean any permit required by the City and issued by the Zoning Administrator, to be obtained by any person engaged in any activity governed by the regulations set forth in this Ordinance.

ARTICLE 2: GENERAL PROVISIONS

Section 2.01 Jurisdiction

The provisions of these regulations shall apply to all land located within the legal boundaries of the City of Burwell, as the same may be amended by subsequent annexation, and shall also include all land lying within one mile of the corporate limits of the City, and not located in any other municipality.

Section 2.02 Powers

No plat of a subdivision of land lying within the jurisdiction of the City shall be filed or recorded until it shall have been submitted to and a report and recommendation thereon made by the Planning Commission to the City Council and the City Council has approved the Final Plat.

It shall be unlawful for the owner, agent, or person having control of any land within the corporate limits of the City, or within the area shown on the Official Zoning Map, to subdivide land except in accordance with Neb. Rev. Stat. §19-916 and the provisions of that title; provided, however, that any subdivision of land caused by the acquisition of land by the federal government, the state of Nebraska, any County, the City, or any Village incorporated or unincorporated, within the jurisdiction of the City, shall be deemed to have received approval pursuant to Neb. Rev. Stat. §19-916.

Section 2.03 Applicability

Any plat, hereafter made, for each subdivision or each part thereof lying within the jurisdiction of this ordinance, shall be prepared, presented for approval, and recorded as herein prescribed. The regulations contained herein shall apply to the subdivision of a lot, tract, or parcel of land into two or more lots, tracts, or other division of land for the purpose of sale or development, whether immediate or future, including the subdivision or replatting of land or lots, except that the division of land when the smallest parcel created is more than 10 acres in area shall be exempt from these regulations. Further, the regulations set forth by this ordinance shall be minimum regulations, which shall apply uniformly throughout the jurisdiction of this ordinance except as hereinafter provided.

Section 2.04 Exemptions

These regulations shall not apply in the following instances: 1) The division of land for agricultural purposes into parcels or tracts of more than ten acres, 2) A change in the boundary between adjoining lands which does not create an additional or substandard lot but only after review and approval by the governing body, 3) Land used for street or railroad right-of-way, a drainage easement or other public utilities subject to local, state or federal regulations, where no new street or easement of access is involved, and 4) Any transfer by operation of law.

Section 2.05 Interpretation

In interpreting and applying these regulations, they shall be held to be minimum requirements for the promotion of the public health, convenience, comfort, morals, prosperity and general welfare.

Section 2.06 Conflict

No Final Plat of land shall be approved unless it conforms to the Subdivision Regulations contained herein. Whenever there is a discrepancy between minimum standards or dimensions noted herein and those contained in the Zoning Regulations, Building Regulations, or other official regulations or ordinances, the most restrictive shall apply.

Section 2.07 Zoning Permits

Unless a tract shall have been platted in accordance with the provisions of this Article, no zoning permit shall be issued.

Section 2.08 Amendments

Any provisions of these regulations may from time to time be amended, supplemented, changed, modified, or repealed by the governing body; provided, however, that such amendments shall not become effective until after a study by the Planning Commission; and a public hearing in relation thereto has been held, public notice of which shall have been published in a newspaper of general circulation at least one time, 10 days prior to such hearing.

Section 2.09 Modifications

Where in the case of a particular proposed subdivision, it can be shown that strict compliance with the requirements of this regulation would result in extraordinary hardship to the subdivider because of unusual topography, or other such non-self-inflicted conditions, or that these conditions would result in inhibiting the achievement of the objectives of these regulations, the City Council, after report from the Planning Commission, may vary, modify, or waive the requirements so that substantial justice may be done and the public interest secured; provided, however, that: such, modifications or waiver will not adversely affect the development, the character of which shall be in conformance with recommended platting and development practices in the general area of the proposed subdivision; will not have the effect of nullifying the intent and purpose of the regulations; and, will not interfere with carrying out the Comprehensive Development Plan of the Planning Area of the City. The standards and requirements of these regulations may be modified by the Governing Body after report by the Planning Commission in the case of a planned development or a redevelopment project involving the re-subdividing and rebuilding of blighted or slum areas; provided, however, that the placement of structures within the area is shown on the development plan and becomes a part of the recorded plat.

Section 2.10 Fees

All fees regarding the subdivision procedure shall be set by a separate ordinance. The developer shall be responsible for all review and inspection fees regarding a subdivision.

Section 2.11 General Provisions Applicable to all Subdivision Requests

1. General. The provision of this Article shall apply to all subdivision requests regardless of the procedure used to secure approval, unless otherwise specifically noted.
2. Zoning and Occupancy Permits. No official of the City shall issue either a zoning permit or occupancy permit on any property which does not comply with the zoning and subdivision regulations of the City of Burwell. The issuance of any zoning permit or occupancy permit does not relieve the owner thereof from compliance with all of the terms and conditions of the Subdivision Regulations, including improvements and subdivision design. It is the duty and obligation of the owner of the property to ensure compliance with the Ordinances of the City.
3. Improvements Warranty and Guarantee. Upon approval of the subdivision, and prior to filing the subdivision with the Register of Deeds, the subdivider shall provide a warranty to the City for all workmanship and materials used for one year from the date of acceptance, and a guarantee for the construction for all improvements required by this Ordinance.

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4. Performance bond. Upon approval of the subdivision, and prior to filing the subdivision with the Register of Deeds, the subdivider shall surrender to the City possession of a performance bond. Said bond shall be in an amount adequate to cover 110 percent of the cost of the design, construction, and installation of all improvements shown on the Final Plat, as established by the subdivider and accepted by the City Council upon recommendation of the City Engineer. No officer of the City is authorized to sign any document indicating approval of any subdivision application until the filing and acceptance of a satisfactory performance bond. Said performance bond shall be either issued by a reputable insurance company licensed to issue such bonds in the State of Nebraska, or a cash bond. Where a cash bond is used, the subdivider or owner may present a Certificate of Deposit issued in the subdivider's or owner's name and federal identification number for a term not to exceed six months, which shall be endorsed payable to the City of Burwell, Nebraska and which shall be attached to a bond form.
 5. Time for Construction of Improvements. Regardless of the subdivision procedure utilized, unless otherwise specified in the document approving the subdivision, required improvements will be constructed as follows:
 - A. Prior to the issuance of any zoning permit for any land within the subdivision, all streets, sanitary sewer mains, water supply mains, natural gas mains, electricity and telephone trunk lines and cable television trunk lines, street signs, permanent survey monuments, bench marks, and street lights shall be installed and completed by the subdivider, operating and approved as provided in the Subdivision Regulations.
 - B. Prior to the issuance of an occupancy permit for any structure within the subdivision, all sidewalks, street trees, and storm drainage shall be installed and completed by the subdivider, operating and approved as provided in the Subdivision Regulations, provided that if storm drainage on other property is required in order to provide proper functioning of storm drainage on the property in question, such additional storm drainage shall also be completed prior to the issuance of an occupancy permit.
 6. Title and Taxes. At the time of the filing of the application for a subdivision, the subdivider shall provide evidence of title and evidence that all taxes and special assessments have been paid on the land which is the subject of the subdivision application.
 7. Approval Resolution. Passage of the Resolution approving any subdivision request requires a majority of the City Council. The resolution of approval shall contain a statement of all improvements required and the schedule by which improvements are to be completed if different in any way from the schedule set forth in the Subdivision Regulations. The type of bond posted to secure design and construction of required improvements shall also be identified.

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ARTICLE 3: PROCEDURES

Section 3.01 Procedure for Filing Pre-application Plans and Data

3.01.01 Prior to the filing of an application for approval of a Preliminary Plat, the subdivider shall submit to the City Zoning Administrator plans and data in sketch form showing ideas for the proposed subdivision of land. The sketch plan shall include:

1. The proposed tentative layout of streets, lots and other features in relation to existing streets, utilities, topography and other conditions.
2. A general location map showing the proposed subdivision and its relationship to existing abutting subdivisions and community facilities in the area, such as streets, alleys, schools, parks, commercial areas and other data supplementing the plans which outline or describe all of the proposed development as it relates to existing conditions.

3.01.02 These pre-application plans and data shall not require a formal application fee.

1. After discussion with the subdivider and review of the data, the City will inform the subdivider whether such plans and data submitted meet the objectives of these regulations and shall describe any inconsistencies with the requirements of this Ordinance.

Section 3.02 Procedure for Approval of Preliminary Plat

Before any subdivider or agent contracts for the sale or offers to sell any subdivision of land or any part thereof, which is wholly or partly within the City of Burwell, or which is proposed to be annexed, or which is within extra-territorial jurisdiction (ETJ) of the City of Burwell, the subdivider or his agent shall file a Preliminary Plat of said subdivision with the City of Burwell for review by the Burwell Planning Commission. The Preliminary Plat shall be prepared in accordance with the regulations set forth herein, and shall be submitted to the Planning Commission prior to the completion of final surveys of streets and lots and before the start of grading or construction work upon the proposed streets and lots and before any map of said subdivision is made in a form suitable for recording. The Planning Commission shall determine whether the plat is in proper form and shall not receive and consider such plat as filed until it is submitted in accordance with the requirements hereof. The street layout shall be in conformity with a plan for the most advantageous development of the entire neighboring area and in conformity with the Comprehensive Development Plan.

All plats, preliminary and final, shall be prepared in conformance with the provisions of these regulations and in conformance with the Comprehensive Development Plan and Zoning Ordinance. The subdivider shall be responsible for such conformance.

A total of 20 copies (plus one full-size PDF electronic copy) of the Preliminary Plat and required supplementary material as specified in Section 3.03 of these regulations shall be submitted to the City Clerk at least 21 days prior to the meeting at which it is to be considered. The Clerk shall distribute one copy of the Preliminary Plat with a request for comments to each of the following: City Engineer, School Board, Fire District, and Garfield County Board (or representative) if the subdivision is located outside the corporate limits, and to whomever else deemed necessary by the Planning Commission.

The Planning Commission will consider the Preliminary Plat at a public hearing, after proper notice, and will (1) review the Preliminary Plat and other material submitted for conformity to these regulations and (2) review any recommendations of the City Engineer, School Board, Fire Department, Garfield County, and other Agencies and (3) recommend to the subdivider changes deemed advisable and the kind and extent of improvements to be made by subdivider. The Planning Commission shall act on the plat as submitted. The Planning Commission may (1) approve with no conditions and forward to the City Council, (2) conditionally approve and state the conditions of such approval, or (3) disapprove and state the reasons for such disapproval.

The action of the Planning Commission shall be noted on or attached to two copies of the Preliminary Plat. One (1) copy shall be returned to the subdivider and the other retained by the City.

Upon a Planning Commission recommendation of approval or disapproval, the clerk shall set a date and time for a public hearing before the City Council along with proper notice thereof. The notice must be published at least 10 days prior to the hearing in a paper of general circulation in the City of Burwell. The City Council shall act on the Preliminary Plat as submitted, and may (1) concur with the Planning Commission's recommendation; (2) reverse the Planning Commission's recommendation; or (3) refer the Preliminary Plat back to the Planning Commission for reconsideration with specific instructions.

Procedure for approval of Preliminary Plats of land within one mile of the corporate limits shall be the same, except that one copy of the Preliminary Plat shall be referred to Garfield County with a request for their recommendations to be submitted to the Planning Commission. The Planning Commission shall not take final action on the Plat prior to receiving recommendations from Garfield County. If no recommendation is received within 30 days, the Preliminary Plat shall be deemed approved by Garfield County.

Conditional approval of a Preliminary Plat shall not constitute an acceptance of the plat, but shall be deemed an expression of approval of the layout submitted on the Preliminary Plat, as modified by any required conditions. Approval of a Preliminary Plat shall not constitute approval of the Final Plat. Rather, the Preliminary Plat shall be deemed an expression of approval of the general design concept and serves as an acceptable guide for the preparation of the Final Plat. Approval of the Preliminary Plat shall become void after 12 months from the date of such approval.

Section 3.03 Preliminary Plat Specifications

The Preliminary Plat shall be drawn to a scale of one inch to 100 feet; shall be plainly marked "Preliminary Plat" and shall include, show, or be accompanied by the following information:

1. A location map showing the general location of the proposed subdivision in relation to surrounding developments with a north arrow, scale and legend.
2. The proposed name of the subdivision, designated as "_____ Addition to the City of Burwell, Nebraska", which must not be so similar to an existing subdivision as to cause confusion.
3. The names and addresses of the owner and subdivider, and any engineer, surveyor, or landscape architect responsible for the Preliminary Plat.
4. The legal description of the area being platted, boundary lines and dimensions, the location of monuments found or set, section lines, and the approximate acreage of the proposed development.
5. The width and location of platted streets and alleys within or adjacent to the property.
6. The physical features of the property, including location of water courses, ravines, bridges, culverts, present structures and other features affecting the subdivision; contours with intervals of five feet or less; the location of all existing utilities with their sizes indicated, as well as flow lines; elevations of existing sanitary and storm sewer, the outline of wooded areas (the location of important individual trees may be required), and any floodway, floodplain, and flood fringe areas.
7. The proposed lot layout, lot and block numbers, and approximate lot dimensions and square footage and grounds proposed to be dedicated for public use.
8. The location and width of proposed streets, easements, building setback lines, rights-of-way, pavement widths and type, sidewalks, alleys, location of all proposed improvements including: sanitary sewers (including proposed flow lines), water mains, storm water drainage and other features and improvements required by these regulations.
9. The existing and proposed zoning classification and proposed uses of land within and adjacent to the proposed subdivision.
10. The subdivider shall submit a complete list of the names and mailing addresses of all owners of record of all land within 300 feet of the perimeter of the property being proposed for subdivision.

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11. Names of adjacent subdivisions together with arrangement of streets and lots.
 12. One draft copy of the Subdivision Agreement including any requests for waivers from the requirements of this Ordinance.
 13. The subdivider or subdividers representative shall be in attendance at the Planning Commission meeting when Preliminary Plat is discussed.
 14. Two copies (plus one full-size PDF electronic copy) of the following, prepared by a registered professional engineer, to be delivered to the City Engineer for review:
 - a) A sanitary sewer plan.
 - b) A drainage plan, pursuant to Section 6.06.
 - c) A street profile plan with a statement of proposed street improvements.
 - d) A water distribution plan.
 - e) A traffic impact analysis.

Section 3.04 Procedure for Approval of Final Plat

The Final Plat shall conform to the Preliminary Plat as approved and may be comprised of only that portion of the approved Preliminary Plat which the subdivider proposed to record and develop at the time. The Final Plat shall be submitted to the Planning Commission for approval at least 21 days prior to the meeting at which it is to be considered. One original, one reproducible copy, and 20 copies (plus one full-size PDF electronic copy) of the original shall be prepared as specified in these regulations.

The Final Plat shall be submitted to the City Council for approval and adoption prior to the start of construction. The City Council shall consider the Final Plat at their regular meeting, in a public hearing advertised by published notice at least 10 days prior to the hearing in a paper of general circulation in the City of Burwell. Final approval by the City Council shall be by Ordinance only after receiving the recommendation of the Planning Commission together with a letter stating that the subdivider has complied with the requirements of this Ordinance. Upon approval of the Final Plat, a certification of approval by the City Council shall be endorsed thereon by the City Clerk, and the original shall be filed with the Garfield County Clerk. The reproducible copy shall be filed with the City Clerk.

Section 3.05 Final Plat Specifications

After approval of the Preliminary Plat by the Planning Commission, the subdivider shall prepare and submit to the Planning Commission a Final Plat prepared by a registered land surveyor. The Final Plat, in conformance with the approved Preliminary Plat, shall include:

1. The name of subdivision.
2. The date and a north arrow and graphic scale.
3. An accurate boundary survey of the property, with bearings and distances, referenced to section lines and/or adjacent subdivisions. The boundary survey shall meet or exceed the "Minimum Standards For Surveys", as established by the Professional Surveyors Association of Nebraska.
4. A legal description of the perimeter of the subdivision.
5. The location and names of adjacent subdivisions, streets, alleys and any easements.
6. Location and names or numbers of lots, streets, easements, public highways, alleys and other features, with accurate bearings and distances. At a minimum all curves shall be identified with the following data; radius, arc distance, chord distance and chord bearing. It is intended that enough information be shown, so the subdivision can be reestablished on the ground.
7. Location and description of all permanent monuments set. At a minimum all monuments shall be made of iron pipe or iron rod, or some other material capable of being detected by commonly used magnetic locators. Monuments shall have a minimum diameter of five-eighths (5/8) inch and minimum length of 24 inches.

8. A notarized owner's certification statement signed and acknowledged by all parties having any titled interest in, or lien upon the land to be subdivided, consenting to the Final Plat, including the dedication of parts of the land for streets, easements, and other purposes, pursuant to requirements of this document.
9. A surveyor's statement signed and acknowledged by a registered land surveyor, pursuant to Sections 6.02 and 10.02.
10. A signature block for the Garfield County Treasurer stating there are no regular or special taxes due or delinquent against the platted land, pursuant to Section 10.07.
11. A signature block for the approval of the Planning Commission, pursuant to Section 10.03.
12. A signature block for the approval of the City Council, to be signed by the Mayor and attested to by the City Clerk, pursuant to Section 10.04.
13. A signature block for the Garfield County Register of Deeds, pursuant to Section 10.05.
14. A performance bond pursuant to Section 2.11.
15. One copy of any private restrictions or covenants affecting the subdivision or any part thereof, if applicable.
16. One copy of any construction plans and specifications.
17. Three original copies of the Subdivision Agreement with a signature block for the Mayor and attestation of the City Clerk.
18. Two copies (plus one full-size PDF electronic copy) of the following, prepared by a registered professional engineer, to be delivered to the City Engineer for review:
 - A. A sanitary sewer plan.
 - B. A drainage plan, pursuant to Section 6.06.
 - C. A street profile plan with a statement of proposed street improvements.
 - D. A water distribution plan.
 - E. A traffic impact analysis.

Section 3.06 Vacation of Plat

- 3.06.01 **Applicability:** An owner or owners of a plat may make application to the Planning Commission to vacate any plat under the following conditions:
1. The Plat to be vacated is a duly recorded Final Plat or Replat.
 2. The vacation of the subdivision will not interfere with development of, nor deny access via public thoroughfare to, adjoining properties or utility services or other improvements.
- 3.06.02 **Procedures:** The owner or owners shall present a proposal to the Planning Commission, containing the legal description of the subdivision and calling for vacation thereof. The Planning Commission shall study the proposal and shall send recommendations to the City Council. The City Council shall approve or deny the proposal. If the proposal is approved (approved by ordinance), it shall then be recorded in the office of the Garfield County Register of Deeds. The subdivider shall pay all fees for the recording of such vacation. If the proposal is disapproved, the City Council shall state which of the reasons stated in Section 3.06.01 require such disapproval. The applicant shall be allowed to submit a new application upon a showing that the reason or reasons for disapproval have been corrected.

Section 3.07 Replats

- 3.07.01 Whenever a Replat of an existing Subdivision results in 10 or fewer lots with no change to dedicated rights-of-way, the Planning Commission may waive the separate submission requirements for the Preliminary and Final Plats to expedite the subdivision review process if, in the judgment of the Planning Commission, separate submission will not serve the public interest and will not conflict with the intent of these regulations. Concurrent Plats shall:
1. Be discussed with the City at a scheduled pre-application Conference pursuant to Section 3.01.
 2. Be submitted to the City Clerk at least 21 days prior to the next regular meeting of the Planning Commission at which request is to be heard.
 3. Be accompanied by the applications fees and completed application forms as required.
 4. Follow the procedure set forth for herein and contain the required Preliminary and Final Plat information.
 5. Include a drainage plan showing how run-off generated by the proposed development impacts drainage on downstream drainage systems.
- 3.07.02 Disapproval of Replats shall be based on the following guidelines:
1. A new street or alley is needed or proposed.
 2. Vacations of streets, alleys, setback lines, access control or easements are required or proposed.
 3. Such action will result in significant increases in service requirements, e.g., utilities, schools, traffic control, streets, etc.: or will interfere with maintaining existing service levels, e.g., additional curb cuts, repaving, etc.
 4. There is less street right-of-way than required by this Ordinance or the Comprehensive Development Plan unless such dedication can be made by separate instrument.
 5. All easement requirements have not been satisfied.
 6. Such action taken during a replat will result in a tract without direct access to a street.
 7. A substandard-sized lot or parcel will be created.
- 3.07.03 Changes required by the Planning Commission, during the Planning Commission's public hearing, shall be made prior to submission to the City Council. Replats shall be submitted to the City Clerk prior to the start of construction and at least 15 days prior to the next regular meeting of the City Council. The City Council shall review and act on the Replat at a public hearing. Notice for such hearing shall be posted at least 10 days prior to the hearing in a paper of general circulation in the City of Burwell. The City Council shall, in writing, either approve the Replat with or without conditions, or disapprove the Replat and state the reasons thereof.

Section 3.08 Administrative Plats

- 3.08.01 Lot splits, lot combinations, and boundary adjustments which result in lots divided or combined into not more than two tracts, an Administrative review and approval process shall be provided without having to re-plat said lot, provided that the resulting lots shall not again be divided without re-platting. The Zoning Administrator shall review the administrative plat application and make a final determination. The Zoning Administrator may approve or disapprove administrative plats in accordance with this section.

- 3.08.02 Requests for an Administrative Plat approval shall be made by the owner or a designated representative of the land to the Zoning Administrator. Two copies (plus one full-size PDF electronic copy) of the Administrative Plat shall include the following:
1. A survey of the lot(s).
 2. Location and precise nature of any structures located thereon, if any.
 3. Location and dimensions of the proposed administrative plat.
 4. A notarized surveyor's statement signed and acknowledged by a registered land surveyor, pursuant to Sections 6.02 and 10.02.
 5. A signature block for the Garfield County Register of Deeds, pursuant to Section 10.05.
 6. A signature block for the Garfield County Treasurer stating there are no regular or special taxes due or delinquent against the platted land, pursuant to Section 10.07.
 7. A signature block for the approval and signature of the Zoning Administrator and the Mayor and attested to by the City Clerk, pursuant to Section 10.08.
- 3.08.03 Disapproval of administrative plats shall be based on the following guidelines:
1. A new street or alley is needed or proposed.
 2. Vacations of streets, alleys, setback lines, access control or easements are required or proposed.
 3. Such action will result in significant increases in service requirements, e.g., utilities, schools, traffic control, streets, etc.: or will interfere with maintaining existing service levels, e.g., additional curb cuts, repaving, etc.
 4. There is less street right-of-way than required by this Ordinance or the Comprehensive Development Plan unless such dedication can be made by separate instrument.
 5. All easement requirements have not been satisfied.
 6. Such action taken during an administrative plat will result in a tract without direct access to a street.
 7. A substandard-sized lot or parcel will be created.
 8. The lot has been previously split in accordance with this Ordinance.
- 3.08.04 No Administrative Plats shall be approved unless all required public improvements have been installed, no new dedication of public right-of-way or easements is involved, and such subdivision complies with the ordinance requirements concerning minimum areas and dimensions of such lots.
- 3.08.05 Prior to the approval of the administrative plat, the subdivider shall provide a statement from the County Treasurer's office showing there are no tax liens against said land within the proposed subdivision or any part thereof. The subdivider shall also provide a statement from the County Treasurer's office showing that all special assessment installment payments are current as applied to said proposed subdivision or any part thereof. All taxes shall be paid in full on all real property dedicated to a public use.
- 3.08.06 The Zoning Administrator shall, in writing, either approve the Administrative Plat with or without conditions, or disapprove the Administrative Plat and state the reasons thereof, within a reasonable time of application.
- 3.08.07 The filing fee for Administrative Plats shall be set in accordance with Section 2.10.
- 3.08.08 After approval from the Zoning Administrator all copies must be certified by all applicable parties and two copies filed with the City prior to the issuance of a zoning permit.

ARTICLE 4: RESERVED

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ARTICLE 5: DESIGN STANDARDS

Section 5.01 General

No subdivision shall be approved unless it is in conformance with the requirements of these regulations and the Comprehensive Development Plan.

In subdividing property, consideration shall be given to suitable sites for schools, parks, playgrounds, and other common areas for public use so as to best conform to any recommendations of the Comprehensive Development Plan. Any provisions for schools, parks, and playgrounds should be indicated on the Preliminary Plat in order that it may be determined when and in what manner such areas will be provided or acquired by an appropriate agency.

Land which the Planning Commission has found to be unsuitable for subdividing, due to flooding, poor drainage, steep slopes, rock formation, or other features likely to be harmful to the safety, welfare or health of the future residents, shall not be subdivided unless adequate methods for subdivision are formulated by the developer and approved by the Planning Commission that would eliminate or substantially reduce such hazards.

The Planning Commission may require all contiguous land under common ownership to be submitted with the Preliminary Plan in order to evaluate overall development patterns and conformity with the Comprehensive Development Plan and issue proper extension of future roads and services.

Section 5.02 Streets

The arrangement, character, extent, width, grade and location of all streets shall conform to the Comprehensive Development Plan and shall be considered in their relation to existing and planned streets, to topographical conditions, to public convenience and safety, and in their appropriate relation to the proposed uses of land to be serviced by such streets. All streets shall meet applicable AASHTO standards and shall conform to the minimum design standards set by the Nebraska Board of Public Roads Classification and Standards. See Schedule A for Minimum Street Standards.

The street layout of the proposed subdivision shall provide for the continuation or appropriate projection of streets and alleys already existing in areas adjacent to the area being subdivided. Where, at the determination of the Planning Commission, it is desirable to provide street access to adjoining properties, proposed streets shall be extended by dedication to the boundaries of the subdivision. Where the Planning Commission deems it necessary, such dead-end streets shall be provided with a temporary turnaround having a right-of-way radius of at least 50 feet and a paved radius (usually crushed rock) of 30 feet, or other approved design.

Section 5.03 Dedication of Rights-of-Way for New Streets

The dedications of rights-of-way for new streets measured from lot line to lot line shall be shown on the plat and shall meet the right-of-way requirements as stated in Schedule A of this Ordinance. The City shall approve access to lots located on arterials.

Where a subdivision fronts on an arterial street, the Planning Commission shall, where possible, require frontage roads. Where lots back up to an arterial street and such lots have access by means other than the arterial street, a frontage road may not be required.

Section 5.04 Dedication of Rights-of-Way for Existing Streets

Subdivisions platted along existing streets shall dedicate additional right-of-way or easements if necessary to meet the minimum street width requirements set forth in this Ordinance. The entire minimum right-of-way width shall be dedicated where the subdivision is on both sides of an existing street. When the subdivision is located on only one side of an existing street, one half of the required right-of-way width, measured from the centerline of the existing roadway, shall be dedicated along with any proposed easements.

Section 5.05 Frontage Roads

Where a front or side yard abuts railroad, limited access freeway, or principal highway or arterial street rights-of-way, a marginal access street or frontage road may be required parallel and adjacent to the boundary of such rights-of-way when necessary for adequate protection of properties from the arterial street and to protect and preserve the safety and traffic handling capabilities of the arterial street. The distance from said rights-of-way shall be determined, with due consideration to minimum distance required for approach connections to future grade-separated intersections. In the case of lots where the rear yard is adjacent to an arterial street and such lots have access other than off the arterial street frontage, a frontage road may not be required.

Section 5.06 Intersections

Streets shall intersect as nearly as possible at an angle of 90 degrees, and no intersection shall be constructed at an angle of less than 60 degrees. Street curb intersections shall be rounded by radii of at least 20 feet. Larger intersection radii may be required in industrial or commercial area or when directed by the City Engineer. When the smallest angle of street intersection is less than 75 degrees, the Planning Commission may require curb radii of greater length.

Access onto any street intersecting an arterial street shall be located no closer to the right-of-way of such arterial street than 75 feet, or more at the discretion of the City Engineer.

Consideration shall be given to street and right-of-way widths such that minimum sidewalk requirements are maintained.

Section 5.07 Curves in Streets; Horizontal and Vertical

A tangent of at least 150 feet in length shall be introduced between reversed curves on arterial and collector streets.

Where there is a deflection angle of more than 10 degrees in the horizontal alignment of a street, a curve shall be installed with a radius adequate to ensure safe sight distances. Maximum requirements shall conform to the standards in Schedule A of this Ordinance.

Minimum sight distances shall meet applicable AASHTO standards and shall conform to the minimum design standards set by the Nebraska Board of Public Roads Classifications and Standards.

Section 5.08 Street Grades and Elevations

All streets shall be designed so as to provide for the discharge of surface water from the pavement and from the right-of-way by grading and drainage. The minimum street grade shall not be less than four tenths of one percent (0.4%). Minimum grades for gutters and ditches shall be four tenths and five tenths of one percent (0.4% and 0.5%), respectively. The City may allow lesser slopes if approved by the City Engineer. Fill may be used in areas subject to flooding in order to elevate streets and building pads provided such fill will not increase flood elevations more than one foot. Street grades shall conform to the maximum requirements provided in Schedule A of this Ordinance.

Section 5.09 Access Control

In the interest of public safety and for the preservation of the traffic-carrying capacity of the street system, the Planning Commission and City Council shall have the right to restrict and regulate points of access to all property from the public street system. Such restrictions shall be indicated on the Final Plat.

Section 5.10 Street Jogs

Street jogs with centerline offsets of less than 150 feet at intersections shall be prohibited.

Section 5.11 Cul-de-sac Streets

Cul-de-sacs shall not be longer than 500 feet and shall provide a turnaround having a radius at the outside of the pavement of at least 50 feet and a radius at the right-of-way of at least 60 feet. Alternative designs for temporary turnarounds may be approved by the City. Streets dead-ending or terminating in a temporary turnaround shall not have a length greater than 500 feet or a radius at the right-of-way less than 60 feet. Cul-de-sac and temporary turnarounds shall be measured from the center of the cul-de-sac or temporary turnaround to the nearest right-of-way line of the intersecting street.

Section 5.12 Street Names

Proposed streets, which are in alignment with other existing streets, shall bear the name of such other existing streets. The name of a proposed street which is not in alignment with an existing street shall not be named so similarly to the name of any existing street as to cause confusion. To avoid duplication and confusion, the proposed names of all streets shall be approved by the City Council prior to such names being assigned or used.

Section 5.13 Private Streets and Reserve Strips

No private streets may be created as part of a subdivision. There shall be no reserve strips in a subdivision except where their control is definitely vested in the municipality under conditions of approval by the Planning Commission as authorized in these regulations.

Section 5.14 Alleys

Alleys may be required in commercial, industrial, and residential areas. Dead-end alleys shall be avoided, however, where a dead-end alley cannot be avoided, a dead-end alley shall be provided with adequate turnaround capacity at the dead-end.

Section 5.15 Water Lines and Hydrants

All water mains within a subdivision shall be a minimum of six inches in diameter. All water mains shall be looped, unless a dead-end is approved by the City Engineer. Hydrant shall be placed on the corners of each block or with a maximum spacing not exceed 400 feet.

Section 5.16 Water Mains and Sewer Mains

Except for good cause, all water mains and sewer mains shall be located within the street right-of-way, but not under the pavement located thereon. Further, all manholes shall not be placed in the proposed driveways of residential subdivisions.

Section 5.17 Sidewalks

All sidewalks within a subdivision shall have a minimum pavement width of four feet and shall be located one foot into the street right-of-way adjacent to the residential lot line unless otherwise approved.

Section 5.18 Blocks

In determining the lengths, widths and shapes of blocks, consideration shall be given to the provision of adequate access and circulation, the suitability of building sites to the needs of the use contemplated, and the zoning requirements regarding minimum lot sizes, widths and frontages of the anticipated zoning district. Except in unusual circumstances approved by the City, block lengths shall not exceed 600 feet. Pedestrian easements 16 feet wide shall be provided through or near the center of blocks more than 600 feet long in order to provide for adequate pedestrian circulation.

Section 5.19 Lots

The size, width, depth, shape and orientation of lots shall conform to the regulations of the applicable zoning district for the type of development and use contemplated. All lots shall be developed such that surface drainage is diverted to lot lines and not across adjacent properties. Corner lots for residential uses shall be designed with adequate width to permit appropriate building setback distances and orientation to both streets. The subdividing of land shall be such as to provide each lot with satisfactory vehicular access from a public street. Side lot lines shall be designed as close as possible to be perpendicular to street right-of-way lines or radial to cul-de-sac center points.

Section 5.20 Through Lots

Through lots shall be avoided, except where essential to provide separation of residential development from arterial streets or to overcome specific disadvantages of topography. Where such lots are used in relation to an arterial street, a landscape screen easement of at least 10 feet in width shall be provided along the property line of such lots abutting such arterial street. Within this easement, the subdivider shall install trees, shrubbery or fences or a combination thereof to screen the residential development from the arterial street and dampen the noise generated by traffic on the arterial street.

Section 5.21 Easements

Easements across lots or centered on rear or side lot lines shall be provided for utilities where necessary and shall be at least 20 feet in width. When located on a lot line, said easement shall be centered so that there is eight feet of easement on each side of lot line

Where a subdivision is traversed by a water course, there shall be provided a storm water drainage easement substantially following the width of such water course with an offset of 10 feet. The width of the easement shall be adequate for maintenance purposes, and shall be determined by the City Engineer as part of the Preliminary Plat.

Section 5.22 Storm Sewer System

Provisions shall be made to limit the peak rate of storm water discharge from the subdivision. Post development runoff shall not exceed pre-development runoff, based upon a 10-year storm event or as determined by the City engineer. Pre-development shall be the condition prior to improvements being completed. In determining the size or type of the storm sewer system to be used, the design shall be sufficient to handle all computed runoff from the proposed development. For large drainage areas, natural drainage ways shall be maintained, and the City may require cross drainage structures such as culverts, bridges, etc.

Section 5.23 Flood Hazards

Land subject to flooding and land deemed to be topographically unsuitable for residential or other development shall not be platted for such purposes. Such land may be set aside on the plat for such uses compatible with the hazards associated with flooding or erosion. All development shall conform to the flood hazard zoning provisions of the Zoning Ordinance.

Section 5.24 Conformance with Other Regulations

No Final Plat of land within the City or its jurisdictional area shall be approved unless it conforms with existing zoning regulations. Whenever there is a conflict between the standards set forth in these regulations and those contained in other regulations the most restrictive standard shall govern.

Section 5.25 Schedule A: Minimum Street Standards

Street Classifications	Minimum ROW (ft)	Minimum Pavement Width (ft) (1)	Minimum Number of Traffic Lanes	Maximum Grade (%)	Minimum Centerline Radius (ft)
Major Arterial (2)	100	39	2	6	510
Other Arterial (3)	100	39	2	6	400
Collector (4)	80	39	2	8	200
Local (5)	60	25	2	10	150
Frontage	50	25	2	10	100
Cul-de-sac or turnaround	60 (6)	36 (6)	2	10	150
Alleys	20	14 (may be gravel)	1	-	-

- (1) Pavement width measured from back of curb to back of curb.
- (2) Major Arterial streets shall generally consist of extensions of the rural major arterials which provide continuous service through municipalities for long-distance rural travel. They are the arterial streets used to transport products into and out of municipalities.
- (3) Other Arterial streets shall consist of two categories: Municipal Extensions of Rural Other Arterials, and Arterial Movements Peculiar to a Municipality's Own Complex, that is streets which interconnect major areas of activity within a municipality, such as shopping centers, the central business district, manufacturing centers, and industrial parks.
- (4) Collector streets shall consist of a group of streets which collect traffic from residential streets and move it to smaller commercial centers or to higher arterial systems.
- (5) Local streets shall consist of the balance of streets in each municipality, principally residential access service streets and local business streets. They are characterized by very short trip lengths, mostly limited to vehicles desiring to go to or from an adjacent property.
- (6) 60 ROW with 60' radius at bulb / 36' minimum pavement width with 50' radius at bulb

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ARTICLE 6: REQUIRED IMPROVEMENTS

Section 6.01 General

The subdivider shall design and construct improvements using standards outlined in this Ordinance. The Planning Commission and City Council upon recommendation of the City Engineer shall approve all such plans.

The work shall be done under the supervision and inspection of the City or designated representative, and shall be completed within the time limitations established herein. The minimum requirements for materials shall be in accordance with specifications approved by the City. Standards applicable to health and sanitation as required by the Nebraska Department of Environment and Energy (NDEE) and the Nebraska Department of Health and Human Services shall be the minimum standards required thereof.

All inspection costs and costs for required tests shall be paid by the subdivider.

Section 6.02 Monuments and Markers

6.02.01 Monuments and markers placement shall be located at all quarter section points or other reference points tied to the federal land survey on the boundaries of or within the area being platted.

6.02.02 Monument Construction. Monument construction shall meet or exceed the "Minimum Standards for Surveys," as the same may be amended from time to time, as adopted by the Professional Surveyors Association of Nebraska in February 1989. These standards are as follows:

The surveyor shall establish or confirm the prior establishment of permanent monuments at each corner on the boundary lines of the parcel being surveyed. Monuments shall be solid and substantially free from movement. In such cases where the placement of a permanent monument at the true corner is impractical because of instability or is likely to be destroyed, the surveyor shall set a corner accessory monument and show its relationship by dimension to the true corner.

The monuments set shall be constructed of material capable of being detected by commonly used magnetic locators. These monuments shall consist of an iron pipe or steel rod with a minimal diameter of five-eighths (5/8) inch and minimal length of 24 inches. When extenuating circumstances dictate, the surveyor may use monuments (i.e., nail and washer) that have a probability of permanence. Where a corner or a line falls on or within a wall, column line or other physical feature and the placement of a monument is not feasible, the wall, column line or physical feature shall become the monument by reference thereto.

In addition, monuments shall be set at all block corners, lot corners, deflection points and points of curvature, except in cases where it is deemed clearly unreasonable or infeasible by the City Council.

Section 6.03 Street Grading, Construction and Surface Type

6.03.01 All streets shall be graded to a minimum distance 15 feet from the back of the curb or edge of pavement and to within six inches of the street grade established in the approved Final Plat construction plans and specifications.

Design standards for the excavation and preparation of the road bed shall be approved by the City Engineer. Where unusual soil conditions, extra-ordinary traffic volumes, or other abnormal characteristics exist, the City Engineer may approve alternate design standards to address such condition, if possible.

- 6.03.02 Concrete curbs and gutters shall be required for all streets within the boundaries of the subdivision unless accepted by the Planning Commission and City Council in accordance with the terms of this Ordinance.
- 6.03.03 All streets shall be poured-in-place using Portland cement concrete. Concrete shall be Class "47B-3,625," and shall conform to Division 600 of the Nebraska State Standard Specifications. Minimum compressive strength shall be 3,625 psi in 28 days. To verify compressive strength of the concrete, a set of concrete test cylinders shall be made according to ASTM C-31 and C-39. One set of concrete cylinders shall be required for each day's concrete placement or for each 100 cubic yards of concrete placed if more than 100 cubic yards are placed in one day. The concrete cylinders shall be tested by an approved testing laboratory and results of the testing furnished to the City Engineer. Testing shall be conducted at seven days and 28 days from the date of cylinder casting.
- 6.03.04 All materials used shall conform to Nebraska State Standard Specifications for Highway Construction, Division 1000, and Material Details. Curing shall be accomplished with a continuous coating of white pigmented curing compound conforming to the requirements of Section 1012 of the Nebraska State Standard Specifications.

Section 6.04 Street Signs, Lighting and Electrical Power

- 6.04.01 At least one street sign shall be installed at each street intersection within or on the perimeter of the subdivision and shall be located in the northeast corner thereof, whenever possible, and within the area between the street and sidewalk at a point approximately six inches from said sidewalk or its intended location.
- 6.04.02 The developer shall provide and install street lights at each entrance (street or sidewalk) into a subdivision and at each street intersection within the subdivision and at such intermediate points as necessary, as specified by the Power District and/or the City Engineer.
- 6.04.03 New subdivision lighting and electrical power shall be installed underground. The location of easements for such wiring shall be indicated on the Preliminary and Final Plats. All underground wiring shall conform to installation specifications required by the Nebraska State Electrical Code.

Section 6.05 Landscape Screens

Landscape screens as required by the City shall be installed at the subdivider's expense as a buffer for the protection of residential properties along arterial and collector streets, state and federal highways, county roads, railroad rights-of-way, and land uses which are substantially different from that proposed in the subdivision.

Section 6.06 Drainage

- 6.06.01 A drainage management system shall be designed and constructed by the subdivider to provide for the proper drainage of surface water within the subdivision.
1. ***Preliminary Plat Report shall include:***
- a). Preliminary estimates of the quantity of storm water entering the subdivision both naturally and once there has been full development of lots within the subdivision.
 - b). An analysis of existing conditions of the watershed that may affect the proposed subdivision, such as soil type, drainage channels, and obstructions to water flow.
 - c). A preliminary grading plan illustrating the proposed drainage management system.

2. ***Final Plat Drainage Report shall contain:***

- a). Calculations of the rate of storm water entering the subdivision pre-development and estimates of the quantity of storm water exiting the subdivision with full development of the lots within the subdivision based on the proposed zoning.
- b). Quantities of flow at each pick-up point.
- c). Estimates and type of temporary erosion control measures necessary to control erosion during construction.
- d). A description of an adequate drainage management system within the subdivision and its design capacities based on a 10-year storm.
- e). An evaluation of the ability of the proposed water courses, drainage tiles, storm sewers, culverts and other improvements pertaining to drainage or flood control within the subdivision to handle the run-off which would be generated by the development of the land within and above the subdivision and the impacts of such drainage on downstream drainage systems.

6.06.02 *Drainage Requirements.* The drainage management system designed by the subdivider shall include culverts and storm sewers whenever necessary or required by the City Engineer. Where storm sewers are not required, all open ditches shall be graded and all pipes, culverts, intersection drains, drop inlets, bridges, headwalls, gutters and similar or related installations necessary to provide adequate surface water drainage shall be constructed and installed in accordance with plans approved by the City Engineer.

6.06.03 *Drainage System Standards.*

1. All streets shall be provided with an adequate storm drainage system of curbs, gutters and storm sewers or open ditches.
2. Curb drainage inlets shall be provided at appropriate intervals along streets having curbs and gutters. Where inlets connect to storm sewers, a drain inlet structure and a protective grating shall be installed.
3. Where storm water flows across the intersections of streets having curbs and gutters, concrete cross gutters shall be installed at such intersections.
4. All off-street drainage swales and ditches shall be protected by drainage easements noted on the Preliminary and Final Plats. Where water courses would cross lots diagonally, the subdivider shall straighten such course and shall substantially follow lot lines.

6.06.04 *Storm Drain Responsibility.* The City of Burwell will review all storm drain design criteria. In addition, the City of Burwell may participate in the costs associated with providing adequate storm drainage.

Section 6.07 Sanitary Sewers.

A sanitary sewer system shall be designed and constructed by the subdivider for all lots in the proposed subdivision. The following requirements shall apply:

6.07.01 Within the corporate limits, a sanitary sewer collection system including all pipes and manholes shall be provided and said collection system shall be connected to the public sewage system in accordance with plans acceptable to the Planning Commission and City Council.

6.07.02 Within the jurisdictional areas of the City but outside the corporate limits, if a proposed subdivision is so located with regard to adequate public sewer, either existing or to be existing within one year from the date of application for final plat approval, or that said sewer is located within 500 feet of the proposed subdivision or can be reached if the cost of installing lateral and connecting sewers from all lots shown upon said plat, exclusive of connections from individual structures; is equal to or less than 150 percent of the cost of installing a private sewage collection and disposal system for all lots, then adequate lateral and connecting sewers to said public sewer system shall be constructed.

6.07.03 If the subdivision is not located relative to a public sewer system, a private collection and treatment system acceptable to the City Council and appropriate to the Nebraska Department of Health and Human Services and the Nebraska Department of Environment and Energy (NDEE or successor agencies) may be used. However, the City may require the developer to provide a plan for future expansion of utilities including permanent easements. If on-site disposal is proposed, the subdivider shall document acceptable percolation rates on each lot and such lots shall be adequately sized to allow for the installation and safe operation of such systems in conjunction with any proposed water supply or well location.

6.07.04 Standards. When applicable, improvement plans for a permanent sewage system shall be provided showing pipe sizes, gradients, type of pipe, invert and finished grade elevations, location and type of manholes, treatment facilities, if applicable, and the location, type and size of all lift or pumping stations.

Design Standards of said system shall be subject to the approval of the City in accordance with the following standards:

1. At least 8-inch sewer lines will be installed.
2. At least 4-inch service connections from the sewer line to the property line of each lot will be installed with the location marked.
3. Manholes will be provided at all interceptor and lateral junctions, at the end of each line, and at all changes in direction, grade, and size.
4. Sewer main material and alignment shall be approved by the City upon recommendation by the City Engineer.

Design standard of said system shall be in general compliance with the requirements of the Nebraska Department of Environment and Energy (NDEE or successor agencies).

Section 6.08 Water Mains.

A water distribution system shall be designed and constructed by the subdivider to provide adequate water service to all lots in the proposed subdivision. The following requirements shall apply:

6.08.01 Type of Improvement. Within the corporate limits, a water distribution system including all pipes, fire hydrants, valves and other appurtenances shall be provided and said distribution system shall be connected to the public water system in accordance with plans acceptable to the Planning Commission and City Council.

Within the jurisdictional area of the City but outside the corporate limits, if a proposed subdivision is so located with regard to an adequate public water supply line, either existing or proposed within one year from the date of application for Final Plat approval or that said water line is located within 500 feet of the proposed subdivision or can be reached if the cost of connecting to said water line and installing an adequate distribution system to all lots shown upon said plat, exclusive of connections from individual structures, is equal to or less than 150 percent of the cost of installing an individual water system for all lots, then adequate connecting lines to said public water system shall be constructed.

If the subdivision is not so located relative to a public water line, the City may authorize a community well system. In addition, the City may require a plan for future extension of such utilities, including permanent easements, for utilities throughout the proposed subdivision.

6.08.02 Standards. When applicable, improvement plans for a permanent water system shall be provided showing pipe sizes, type of pipe, locations of fire hydrants and valves and, if applicable supply facilities, booster pumps, elevated or ground level storage tanks and other appurtenances.

Design Standards of said system shall be subject to the approval of the City in accordance with the following standards:

1. The minimum main or pipe size shall be determined by the type of uses to be served and the provision of adequate fire flow capacities. Generally, water lines shall be a minimum of 6-inches in diameter.
2. All hydrants will be located on the corner of each block or at a maximum of 400-foot intervals, unless otherwise authorized by the City. The layout and flow design must meet the minimum requirements as set forth by the City.
3. Gate valves on cross-connecting water lines shall be so located that no single break in the distribution system shall require more than 400 feet to be out of service in any zoning district.
4. Water main material and alignment shall be approved by the City upon recommendation by the City Engineer.

Valves or cross-connecting mains shall be so located that a break in the secondary distribution system will not necessitate shutting down major distribution lines

Design standards of the water distribution system shall be in compliance with the requirements of the Nebraska Department of Health and Human Services (or successor agencies).

Section 6.09 Cost of Over-size Improvements.

Minimum street pavement widths for streets shall conform to the standards established in Section 5.25 of this Ordinance. Minimum utility sizes shall be determined by the standards of the City with regard to providing service to the subdivision in question.

Where pavement widths or larger pipe or main sizes are deemed necessary by the Planning Commission and City Council, the City may choose to bear the extra cost of providing such greater width or larger pipe or main sizes. The subdivider shall be required to pay for that part of the construction costs for the Arterial streets, trunk sewers, or water mains which are serving the proposed subdivision as determined by the Planning Commission and City Council. The City and developer shall negotiate payment of the remainder of the costs.

Section 6.10 Extension to Boundaries.

The subdivider may be required to extend all necessary improvements to the boundaries of the proposed subdivision at the subdivider's expense to allow for services to future anticipated developments on the adjoining lands, as determined by the Planning Commission and City Council.

Section 6.11 Off-site Extensions.

If streets or utilities are not available at the boundary of the proposed subdivision or within the distances or costs established in this Article and the Planning Commission determines that extensions across undeveloped areas are not warranted, the subdivider may proceed with the development, at the subdivider's expense, and shall pay the cost of such off-site improvements and provide for appropriate off-site easements prior to the approval of the Final Plat. Such improvements shall be available for connections by subdividers of adjoining lands subject to City approval.

Section 6.12 Land Preparation.

Any cut, fill and compaction of land within, and if applicable, adjacent to the subdivision, shall be accomplished in accordance with design standards of the City or as approved by the City Engineer. To control erosion and sedimentation during and after land preparation, the subdivider, any successors and assigns shall provide for disturbing only the areas needed for construction; removing only those trees, shrubs and grasses that must be removed by construction; installing required sediment basins and diversion dikes before disturbing the land that drains into them; and temporary stabilizing each segment of graded or otherwise disturbed land by seeding and mulching or by other approved methods.

As land preparation is completed, the subdivider, any successors and assigns shall permanently stabilize each segment with perennial vegetation and structural measures. Diversion dikes and sediment basins shall be leveled after areas that drain into them are stabilized, and permanent vegetation shall be established on those areas. Sediment basins that are to be retained for storm water detention shall be seeded to permanent vegetation no later than nine months after completion of the sediment basins and shall be permanently maintained by the subdivider or any successors and assigns.

ARTICLE 7: DEDICATIONS AND RESERVATIONS ON PUBLIC LAND

Section 7.01 Dedication

As a condition of Final Plat approval, the subdivider shall dedicate to the public all streets and alleys as may be required by the Planning Commission and City Council. If such streets and alleys are not to be dedicated and are to be developed as private streets, the subdivider shall make adequate provision for an owner's association with direct responsibility to and control by the property owners of the subdivision, to provide for the maintenance of all such private streets and alleys and the removal of debris and snow therefrom so as to maintain adequate access at all times for fire, police, sanitation, utility and emergency vehicles. Legal assurances shall be provided which show that the association is self-perpetuating and has the authority to collect assessments from owners of property within the subdivision to accomplish these and other related purposes.

Such provisions shall also provide for agreement of the property owners that if the City is requested or required to perform any maintenance or snow removal from such streets in order to maintain adequate access, said owners shall pay the costs thereof to the City and that if not paid, the same shall become a lien upon the properties until such costs are paid in full.

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ARTICLE 8: WAIVERS AND ANNEXATIONS

Section 8.01 Granting of Waivers (Exceptions) and Conditions

In addition to the exceptions contained in this Ordinance, the Planning Commission may recommend and the City Council may grant waivers from the provisions of these regulations, but only after determining that:

1. There are unique circumstances or conditions affecting the property that are not the result of actions by the subdivider.
2. The waivers are necessary for the reasonable and acceptable development of the property in question.
3. The granting of the waivers will not be detrimental to the public or injurious to adjacent and nearby properties.

Section 8.02 Subdivision; Annexation of Adjoining or Contiguous Properties

All subdivisions or additions laid out adjoining or contiguous to the corporate limits of Burwell may be included within the same and become a part of the City of Burwell upon approval of and acceptance by Ordinance. Such annexation shall only occur after the City Council has voted to approve said inclusion by a separate vote from that approving the Final Plat. Further, such annexation shall occur prior to approval of the Final Plat for the subdivision.

When the intent of the Planning Commission and City Council is to annex said subdivision or addition upon approval of the Final Plat; the following procedures shall be taken:

1. Notice of the time and place of separate public hearings for the Planning Commission to recommend and the City Council to approve the annexation shall be provided pursuant to Neb. Rev. Stat. §19-904.
2. The Public Hearings listed above shall be held separate from the public hearings held to recommend and approve the Final Plat of the subdivisions or additions.

Section 8.03 Amendments

Any provision of these Regulations from time to time may be amended, supplemented, changed, modified or repealed by the City Council according to law; provided, however, that such amendments, supplements, changes, modifications or repealed provisions shall not become effective until after public hearing and report by the Planning Commission.

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ARTICLE 9: ADMINISTRATION AND ENFORCEMENT

Section 9.01 General

9.01.01 It shall be the duty of the Zoning Administrator to enforce these regulations and to bring to the attention of the Planning Commission and City Council any violation or lack of compliance herewith.

9.01.02 No owner or agent of an owner, of any parcel of land located in a proposed subdivision shall transfer or sell any parcel before a Final Plat of such subdivision has been approved by the Planning Commission and City Council in accordance with the provisions of these regulations, and filed for record with Garfield County Register of Deeds.

9.01.03 The subdivision or replat of any lot or any parcel by the use of metes and bounds description for the purpose of sale, transfer or lease which would evade these regulations shall not be permitted. All such subdivisions shall be subject to all the requirements contained in these regulations.

9.01.04 No zoning permit shall be issued for the construction of any building or structure located on a lot or parcel subdivided, sold, transferred or leased in violation of the provisions of these regulations.

Section 9.02 Amendments

Any provision of this Ordinance may be amended, supplemented, changed, modified, or repealed from time to time by the City Council according to law, provided however, that such amendments, supplements, changes, modification or repealed provisions shall not become effective until after the study, written report and recommendation by the Planning Commission to the City Council.

Section 9.03 Violation and Penalties

Any person, firm or corporation who fails to comply with the provisions of these regulations shall, upon conviction thereof, be guilty of a misdemeanor. Such conviction shall carry a fine of up to 100 dollars plus the cost of prosecution for each violation. The non-payment of such fine and costs shall subject the guilty party to imprisonment in the county jail for a period of time not to exceed the lesser of 1) 30 days, or 2) the time necessary to pay such fine and costs in full. Each day a violation exists or continues shall constitute a separate offense.

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ARTICLE 10: CERTIFICATION AND DEDICATION STATEMENTS

Section 10.01 Notary Public Acknowledgment

STATE OF NEBRASKA)
) ss
COUNTY OF GARFIELD)

The forgoing instrument was acknowledged before me this ____ day, of _____, 20____, by _____, who personally appeared before me and whose name is affixed to this plat and who acknowledge the execution thereof to be his/her voluntary act and deed.

WITNESS my hand and Notarial Seal the day and year last above mentioned.

Notary Public

(SEAL)

My Commission Expires: _____

Section 10.02 Surveyor 's Certification

SURVEYORS CERTIFICATION:

I hereby certify that I am a professional land surveyor, registered in compliance with the laws of the State of Nebraska, and that this plat correctly represents a survey conducted by me or under my direct supervision on the ____ day of _____, 20____, that any changes from the description appearing in the last record transfer of the land contained in the Final Plat are so indicated, that all monuments shown thereon actually exist as described or will be installed and their position is correctly shown and that all dimensional and geodetic data is correct.

Surveyor, RLS #

Date

(SEAL)

Section 10.03 Approval of Burwell Planning Commission

APPROVAL OF THE PLANNING COMMISSION OF BURWELL, NEBRASKA

This plat of _____
was approved by the Burwell Planning Commission on this ____ day of _____, 20____.

Chairperson, Burwell Planning Commission

Section 10.04 Acceptance by Burwell City Council

ACCEPTANCE BY THE CITY COUNCIL OF BURWELL, NEBRASKA

This plat of _____
was approved by the City Council of the City of Burwell, Nebraska on this ____ day of _____, 20____, in accordance with the State Statutes of Nebraska.

(City of Burwell SEAL)
Mayor

ATTEST:

City Clerk

Section 10.05 Acceptance by Garfield County Register of Deeds

ACCEPTANCE BY GARFIELD COUNTY REGISTER OF DEEDS

This plat of _____
was recorded on this ____ day of _____, 20____, at book # _____, page # _____.

Garfield County Register of Deeds
(SEAL)

Section 10.06 Reserved

This section reserved.

Section 10.07 Garfield County Treasurer's Certifications

GARFIELD COUNTY TREASURER'S CERTIFICATIONS

This is to certify that I find no regular or special taxes due or delinquent against the property described in the Surveyor's Certificate and embraced in this plat as shown by the records of this office.

Garfield County Treasurer

Date

(SEAL)

Section 10.08 Administrative Plat Approval

APPROVAL OF ADMINISTRATIVE PLAT

This Administrative Plat was approved by the City of Burwell on this ____ day of _____, 20____.

City Clerk

Mayor

Zoning Administrator
(City of Burwell SEAL)

Section 10.09 Owners Certification

OWNERS CERTIFICATION

I/we, the undersigned owner(s) of the real estate shown and described herein, do hereby certify that I/we have laid out, platted and subdivided, and do hereby lay out, plat and subdivide, said real estate in accordance with this plat.

This subdivision shall be known and designated as

_____, an addition to the City of Burwell, Nebraska
(delete previous phrase if the subdivision is located outside of the corporate limits and will not be annexed to the City). All streets and alleys shown and not heretofore dedicated are hereby dedicated to the public unless specifically noted herein. Other public lands shown and not heretofore dedicated are hereby reserved for public use.

Clear title to the land contained in this plat is guaranteed. Any encumbrances or special assessments are explained as follows:

_____.

There are strips of ground shown on this plat and marked easement, reserved for the use of public utilities and subject to the paramount right of a public utility or the City to install, repair, replace and maintain its installations.

(Additional covenants or restrictions and enforcement provisions therein may be inserted here or attached to the plat).

Signature of Owner

Signature of Owner

Printed name

Printed name

Date

Date

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ARTICLE 11: LEGAL STATUS PROVISIONS

Section 11.01 Severability

Should any article, section or provision of this Ordinance be declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of this Ordinance as a whole, or any part thereof other than the part so declared to be unconstitutional or invalid.

Section 11.02 Purpose of Catch Heads

The catch heads appearing in connection with the foregoing sections are inserted simply for convenience, to serve the purpose of any index and they shall be wholly disregarded by any person, officer, court or other tribunal in construing the terms and provisions of this Ordinance.

Section 11.03 Repeal of Conflicting Ordinances

All ordinances or parts of ordinances in conflict with this Ordinance, or inconsistent with the provisions of this Ordinance, are hereby repealed to the extent necessary to give this Ordinance full force and effect.

Section 11.04 Effective Date

This Ordinance shall take effect and be in force from and after its passage and publication according to law.

ADOPTED AND APPROVED by the Governing Body of Burwell, Nebraska,

This _____ day of _____, 2024.

(Seal)

ATTEST: _____
City Clerk

Mayor

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