

Subdivision Information

This form is used **ONLY** for minor subdivision plats (divisions and/or consolidations) that will create no more than one (1) additional lot than existed before subdivision. Any plat that will create more than one (1) additional lot is considered a major subdivision; refer to OMPC Forms 132 and 133.

The table at right refers to the application materials required for submission, unless otherwise noted. The number of copies to submit is also noted. Please submit application forms only if required by the table at right or by the forms themselves. Submit required materials on a Thursday for review and approval by the OMPC Director by the following Thursday.

Date received by Planning Office

Subject Property

Existing Street Addresses

Zoning Classification

Name of Subdivision

Unit Number

Total Number of Resulting Lots

Total Acreage of Resulting Lots

Lot Numbers

O'boro City Limits? Inside Outside Plan to Annex

Property Owner

Name, Address

Day Telephone

Land Surveyor

Name, Address

Day Telephone

Application Materials to Submit

ITEMS	COPIES	FORM
Subdivision Information	1 completed form	130 p. 1
Plat Drawing, with Review Certifications signed before submittal to OMPC	4 copies for Review Cycle +	Information from 130 pp. 1, 2
<i>IF relevant:</i> Street Access Limits	On plan drawing	Information from T1
+ Review Cycle: Copies initially submitted; copies reviewed, marked up and returned to preparer, who then revises drawing and resubmits copies. Cycle may repeat. When in final order, preparer is notified to submit 3 additional copies with a signed Surveyor Certification, along with the Original Drawing.		

Filing Fee *PLEASE CHECK ZONE*

<input type="checkbox"/>	A-R	Rural Agriculture	
<input type="checkbox"/>	A-U	Urban Agriculture	
<input type="checkbox"/>	MHP	Manufactured Housing Park	
<input type="checkbox"/>	R-1A	Single-Family Residential	\$105
<input type="checkbox"/>	R-1B	Single-Family Residential	
<input type="checkbox"/>	R-1C	Single-Family Residential	
<input type="checkbox"/>	R-1T	Townhouse	
<input type="checkbox"/>	R-2MF	Multi-Family Residential	
<input type="checkbox"/>	R-3MF	Multi-Family Residential	\$145
<input type="checkbox"/>	R-4DT	Inner-City Residential	
<input type="checkbox"/>	P-1	Professional/Service	
<input type="checkbox"/>	B-1	Neighborhood Business Center	
<input type="checkbox"/>	B-2	Central Business	
<input type="checkbox"/>	B-3	Highway Business Center	\$185
<input type="checkbox"/>	B-4	General Business	
<input type="checkbox"/>	I-1	Light Industrial	
<input type="checkbox"/>	I-2	Heavy Industrial	
FILING FEE			\$

Plat Drawing

Scale: 100 feet or less to the inch

For number of copies to submit and when to submit original drawing, see "Application Materials to Submit" above. Keep in mind that the Daviess County Clerk's plat books accommodate a maximum drawing size of 24" X 36".

Contents of Drawing

The plat drawing must show all applicable items that follow below and on the next page:

- North Arrow.**
- Title Block** including the name of the subdivision, section or unit number, date, written and graphic scales, names and addresses of the subdivider and land surveyors.
- Vicinity Map** relating the property and parent tract to a sufficient number of streets and other landmarks to enable one to quickly recognize its location in Daviess County. **Continued on page 2**

Contents of Drawing *Continued from page 1*

- ❑ **Angles** or true bearings and distances to the nearest established street line or existing official monuments, which shall be accurately described on the plat.
- ❑ **One Corner** (at least) of the land being subdivided must be referenced to a corner of any parent tract, or durable physical object, or a control network -- such as state plane coordinates -- where such corner, durable physical object or geodetic station of a control network is reasonably accessible. Also, for rural plats, show distance to the nearest street intersection, and adequately note the approximate frontage remaining on the unplatted farm.
- ❑ **Lot Lines**, their dimensions in feet and hundredths, and bearings and angles to minutes; indicate proposed division and consolidation lines.
- ❑ **Monuments and Lot Markers**, their locations, type material and size, and a notation as to whether found or set.
- ❑ **Source of Title** for all existing lots, involved in the plat and immediately adjoining, as shown by the records in the office of the Daviess County Clerk.
- ❑ **Street and Alley Rights-of-Way**, their names, bearings, angles of intersections, and width.
- ❑ **Arcs**, their lengths, radii, central angles, internal angles, points of curvature and tangency, and the length of all tangents.
- ❑ **Easements, Lands for Joint Use of Property Owners, or Other Rights-of-Way**, their locations, widths, and the printed words "PUBLIC EASEMENT," or other specific designation as appropriate.
- ❑ **Lot Numbers** for deed reference.
- ❑ **Street Address Numbers.** Include any existing addresses on the plat for initial submission. After submission, during staff review, OMPC staff will assign new addresses as necessary. Prior to approval, all addresses must be included on original plat drawing.
- ❑ **Building Setback Lines** along all streets, except alleys.
- ❑ **Parking/Landscaping Setback Lines (Roadway Buffers)** for existing and planned arterial and major collector streets.
- ❑ **Street Access Point Notes, Easements, etc.,** clearly depicting and/or stating any limitations on the location, number, function, or size of future vehicular access to lots fronting on arterial or major collector streets. See Form T1, attached.
- ❑ **Flood Hazard Areas.** If property is located in an official flood hazard area or flood plain district, indicate flood hazard boundaries and base flood elevation data on the plat and give reference to community-panel number of Flood Insurance Rate Map (FIRM). If property is not located in an official flood hazard area or flood plain district, indicate by note that "PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD AREA" and the FIRM community-panel number.

❑ **Certifications for SIGNATURES ON DRAWING:**

REVIEW CERTIFICATIONS <i>signed before initial submittal</i>	
<p>OWNER'S CERTIFICATION WE THE UNDERSIGNED OWNERS OF THE REAL ESTATE SHOWN AND DESCRIBED HEREON, DO HEREBY CERTIFY THAT WE HAVE LAID-OFF, PLATTED AND SUBDIVIDED AND DO HEREBY LAY-OFF, PLAT AND SUBDIVIDE SAID REAL ESTATE IN ACCORDANCE WITH THE WITHIN PLAT. ALL STREETS AND ALLEYS (, AND OTHER LANDS INTENDED FOR PUBLIC USE,) SHOWN AND NOT HERETOFORE DEDICATED ARE HEREBY DEDICATED TO THE PUBLIC.</p>	
_____ Owner's Signature	_____ Date
_____ Owner's Signature	_____ Date
<p><i>If plat includes any lots less than three-quarters (3/4) acre in size and sanitary sewers are not provided, the following certification must be placed on the plat and certified by an inspector at the district health department.</i></p>	
<p>DISTRICT HEALTH DEPARTMENT CERTIFICATION THIS SUBDIVISION PLAT HAS RECEIVED TENTATIVE APPROVAL BY THE DISTRICT HEALTH DEPARTMENT FOR THE USE OF SEPTIC SYSTEMS. A SITE EVALUATION MUST BE CONDUCTED ON EACH INDIVIDUAL LOT BEFORE A SEPTIC SYSTEM MAY BE INSTALLED, AND INSTALLATION OF A SEPTIC SYSTEM MAY REQUIRE SITE MODIFICATION OR AN ALTERNATIVE/MODIFIED SEPTIC SYSTEM AS PRESCRIBED BY 902 KAR 10:085.</p>	
_____ Certified Inspector	_____ Date
FINAL CERTIFICATIONS <i>signed when drawing in order</i>	
<p>SURVEYOR CERTIFICATION A statement as to the method used to perform the survey; the unadjusted mathematical error-of-closure ratio of the survey traverse; a statement as to whether or not the directions and distances as shown on the plat have been adjusted for closure; a statement as to the basis of the reference meridian used to determine the directions of survey lines; and the signature and registration number of the surveyor responsible for the survey.</p>	
<p>OWENSBORO METROPOLITAN PLANNING COMMISSION (If sanitary sewers are not available, include the following statement.) THIS APPROVAL DOES NOT CONSTITUTE OR PRESUME THE HEALTH DEPARTMENT'S APPROVAL OF ONSITE SEWAGE DISPOSAL SYSTEMS.</p>	
APPROVED _____ <div style="text-align: right;">DIRECTOR</div>	
DATE _____	

Please do not submit this page.

This form describes the standards for vehicular access points to public streets and roads in Owensboro-Daviess County, Kentucky. Access points are either driveways or roadway intersections.

Within the Urban Service Area

Vehicular access is subject to the standards listed in the table below. Policies regarding specific application of the standards are included in the *Access Management Manual* and are summarized at right. **See map on page 2.**

Intersection & Driveway Spacing Standards

Spacing standards are measured from center-line to center-line of roadways and driveways. Minimum spacing between access points within different development categories below is the less restrictive standard indicated.

- INT** Roadway intersections
- PBI+** Driveways in professional, business or industrial zones, with traffic volumes of 1,000 vehicles-per-day or greater
- PBI-** Driveways in professional, business or industrial zones, with traffic volumes less than 1,000 vehicles-per-day
- RES** Driveways in residential or agricultural zones

"Existing roadways" means roadways already in existence.

"Existing lots" means individual lots fronting on existing roadways where such lots are not part of a development plan or subdivision plat with specific access limitation.

"New development" means development plans or major subdivision plats that would provide for new building construction or substantial site redevelopment.

"New/reconstructed roadways" means newly constructed roadways where they previously did not exist or major roadway reconstruction within existing alignments.

FUNCTIONAL CLASS Features	SPACING STANDARDS (FEET)			
	INT	PBI+	PBI-	RES
PRINCIPAL ARTERIAL				
Existing roadways				
Existing lots	N/A	500	250	250
New development	1,500	500	500	500
New/reconstr. roadways	1,500	1,500	1,500	1,500
MINOR ARTERIAL				
Existing roadways				
Existing lots	N/A	500	250	250
New development	500	500	500	500
New/reconstr. roadways	1,000	1,000	1,000	1,000
MAJOR COLLECTOR				
Existing roadways				
Existing lots	N/A	250	150	150
New development	250	250	250	250
New/reconstr. roadways	250	250	250	250

OTHER STREETS

- Residential driveways shall be located at least 10 feet from the right-of-way line of an intersecting street. Non-residential driveways along streets or shared drives shall be located at least 50 feet from the right-of-way line of an intersecting street.
- The total width of all driveways shall not exceed 40% of street frontage, measured at the building setback line. Driveway widths shall not exceed the standards in the table at right.
- For uses other than detached single-family and duplex dwellings, vehicles should not back directly onto streets.
- Where lots are narrow, alleys should be used for vehicular access to lots.

Outside the Urban Service Area

Vehicular access is generally subject to the standards for **"OTHER STREETS"** in the table at lower left. However, on continuing rural roads and highways, no vehicle should be required to back onto the roadway. In addition, to maintain safety on rural highways with traffic volumes exceeding 5,000 vehicles per day, direct access points should be shared or access should be provided via internal or frontage streets.

Application of the Spacing Standards

For major streets in the Urban Service Area, access points must be noted on the plat or plan in compliance with the following:

Sufficient Frontage Available

Whenever new development or redevelopment is proposed for a property or assembled properties, and sufficient frontage is available, **access points will be designated based on the spacing standards table**, according to the following procedures:

- The developer will designate access points to be retained, relocated, added or closed to assure conformance with spacing standards.
- No additional access points will be permitted, regardless of future subdivision, so frontage roads or other forms of marginal access should be provided in areas with an anticipated high level of development.
- Major driveways should be located opposite from each other or opposite a three-leg intersection, where a traffic signal exists or may be warranted.
- Driveway widths will be in accordance with the design standards listed in the table below.

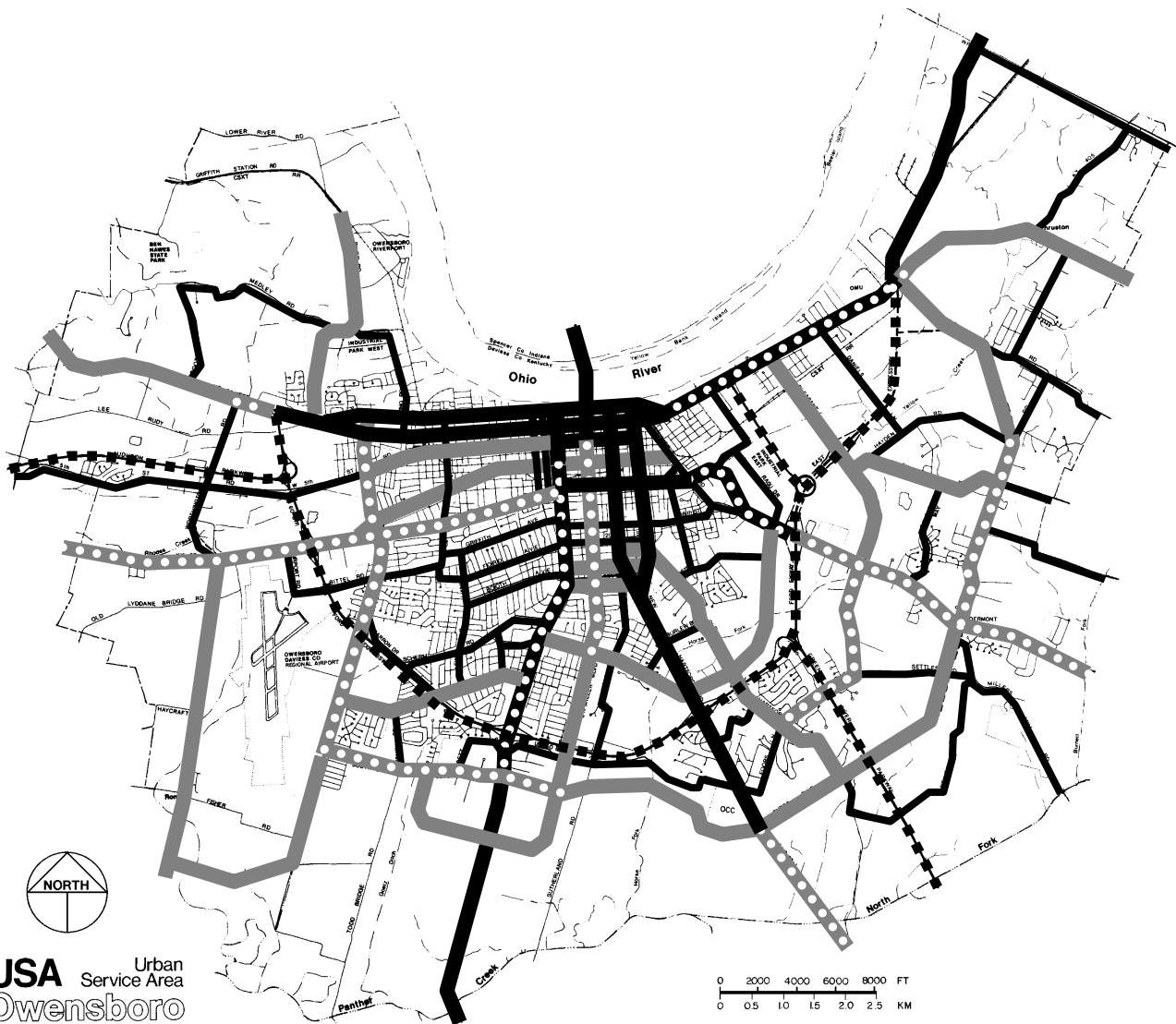
Sufficient Frontage NOT Available

Whenever new development or redevelopment is proposed for a property or assembled properties, and sufficient frontage is NOT available to allow application of the spacing standards in the table at left, **not more than one access point will be permitted**. The following requirements must also be met:

- Existing access points may remain in use, with no alteration or relocation if spacing is sufficient.
- The developer will locate new or relocated access points, maximizing the spacing between adjacent driveways along the street.
- No additional access points will be permitted, regardless of future subdivision, so joint-use driveways that straddle the property line or other connections between adjoining properties are encouraged.
- For corner lots, access will be limited to the intersecting side street with the lower functional classification.
- Driveway widths will be in accordance with the design standards listed in the table below.

Driveway Width Standards along All Streets

TYPE OF DRIVEWAY	Width at the property line	
	MINIMUM	MAXIMUM
Two-way driveway		
Residential	18 ft	30 ft
Non-residential		
Commercial	24 ft	40 ft
Industrial	24 ft	50 ft
With median		60 ft
One-way driveway		
Residential	10 ft	16 ft
Non-residential	12 ft	26 ft



USA Urban Service Area Owensboro

J R Miller Blvd Access (10/24/1985)

Transportation Policy Committee adopted special access control policies for J. R. Miller Boulevard between 3rd Street and Southtown Boulevard: 1. **DRIVEWAY ACCESS:** No lot of record or newly created lot will be permitted direct access to the boulevard where there was no street improvement in existence in January, 1985; or where marginal access may be provided by a frontage street along the boulevard. 2. **STREET INTERSECTIONS:** A public side street may intersect with the boulevard if the following specifications are met: a. The new street leg must complete an existing three-leg street intersection to create a four-leg intersection; or be at least 500 feet from an existing or planned street intersection. Street intersection spacing is measured from centerline to centerline. b. The new street leg must connect with the public street system serving the adjoining neighborhood.

Martin Luther King Jr. Loop Access (9/9/2002)

The loop's design designates local street access points at 1,000 ft+ spacing. Property driveways shall be prohibited along the loop and shall be restricted to the local streets that intersect the loop.

Map of Major Streets

Functional Classification from Transportation Plan

	Segment Miles
■ ■ ■ ■ ■ Freeway/ Expressway	32.1
● ● ● ● ● Principal Arterial	
Over 20,000 vpd	7.2
Under 20,000 vpd	43.0
● ● ● ● ● Minor Arterial	
Over 10,000 vpd	27.9
Under 10,000 vpd	95.6
———— Major Collector	57.1

Existing/ planned one-way arterial streets:

- 2nd St (west) / 4th St (east)
- 5th St (west – Breckenridge to Walnut)
- Breckenridge St (north) / Triplett, New Hartford (south – to intersection with Breckenridge)
- 24th St (west) / 25th St (east – Frederica to Breckenridge)