

CITY OF RICHLAND

ORDINANCES PASSED

October 15, 2024

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**ORDINANCE 2024-01 OF THE CITY OF RICHLAND, MISSISSIPPI ESTABLISHING
REGULATIONS GOVERNING DEVELOPMENT AND SUBDIVISION OF LAND WITHIN
THE CORPORATE LIMITS OF THE CITY OF RICHLAND, MISSISSIPPI, AND PROVIDING
FOR THE ADMINISTRATION, ENFORCEMENT, AND AMENDMENT THEREOF, AND
FOR THE REPEAL OF ALL ORDINANCES IN CONFLICT THEREWITH.**

WHEREAS, Miss. Code Ann. §§ 17-1-3, 17-1-23, 17-1-25, and 21-19-63, as amended and/or supplemented from time to time, empower the Mayor and Board of Aldermen ("Governing Body") of the City of Richland, Mississippi ("City"), to enact subdivision regulations and provide for their administration, enforcement and amendment; and

WHEREAS, the Governing Body of the City deem it necessary for the purpose of promoting the health, safety, morals and general welfare of the City to enact a development ordinance; and

WHEREAS, the Governing Body of the City have caused to be prepared such a development ordinance designed to set forth certain provisions and standards to be followed in the development or redevelopment of land subdivisions in the City to assure that development of the City is orderly, healthful, efficient and economic; and

WHEREAS, the Governing Body have given due public notice of the hearing relating to these development regulations as indicated in the copy of the proof of publication attached hereto as Exhibit A, and have held such public hearings in accordance with the requirements of Miss. Code Ann. § 17-1-15.

NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY, THAT THESE REGULATIONS SHALL GOVERN ALL DEVELOPMENT AND SUBDIVISION OF LAND WITHIN THE CORPORATE LIMITS OF THE CITY AS FOLLOWS:

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ARTICLE I – General

100: Title

- 100.01: This ordinance shall be known as the “City of Richland, Mississippi Development Ordinance” and may be so cited.

101: Purpose

- 101.01: This ordinance has as its purpose and is designed to:

- 101.01.01: Establish procedures governing the review of residential, commercial, and industrial development, on both subdivided and non-subdivided property within the City.

- 101.01.02: Establish procedures and requirements for filing land subdivision plats.

- 101.01.03: Establish minimum requirements and standards for land subdivision plats.

- 101.01.04: Establish minimum requirements and standards for infrastructure improvements within property being developed.

- 101.01.05: Establish procedures to evaluate the impact of the proposed development on existing facilities, infrastructure, and residents.

- 101.01.06: Establish penalties for failure to adhere to the provisions of this ordinance.

- 101.01.07: Establish procedure for the City of Richland to vary or amend portions of this ordinance under certain cases or conditions.

102: Scope

- 102.01: It shall be unlawful for any person or entity to lay out, subdivide, re-subdivide, plat or re-plat any land into lots, blocks, streets, or to sell property therein which has not been subdivided, re-subdivided, platted, or re-platted according to this ordinance.

- 102.02: It shall be unlawful for any person or entity to make improvements to any lot or parcel of land for residential, commercial, or industrial purposes unless improvements are made in accordance with this ordinance.

- 102.03: It shall be unlawful for any person or entity to sell a lot within a platted subdivision prior to approval of the final plat by the City of Richland, Mississippi, Board of Aldermen (Board).

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- 102.04: It shall be unlawful for any person or entity to record or attempt to record a subdivision plat prior to approval of the final plat as required by this ordinance.
- 102.05: The City of Richland, Mississippi, Board of Aldermen may withhold approval and acceptance of any or all proposed improvements to any development, and may withhold issuance of building permits for failure to comply with this ordinance.
- 102.06: All land division or subdivision, into two (2) or more lots or parcels for the purpose of transfer of ownership or development, regardless of size of lot or parcel, shall require a Pre-Application Conference. Based on the results of the Pre-Application Conference, all land division or subdivision, into two (2) or more lots or parcels shall have a plat and description sealed by a registered professional land surveyor licensed in the State of Mississippi.
- 102.07: Dedications or vacations of streets and or alleys, shall require an approved plat or approved revised plat as required by this ordinance except where the effected street(s) or alley(s) are appropriately covered by easements, as required by this ordinance.
- 103: **Procedure**
- 103.01: Developer shall initiate development process with the Richland Public Works Director (or designee) at 380 Scarbrough Street, Richland, Mississippi 39218, (601) 939-3000. Developer shall submit all data required by this ordinance to the Public Works Director (or designee) along with other data as may be required by the City of Richland, Mississippi Board of Aldermen.
- 104: **City of Richland, Mississippi Board of Aldermen Participation in Development Costs**
- 104.01: **Policy:** It is the policy of the City of Richland, Mississippi, Board of Aldermen to require the Developer of the proposed development to bear all costs of required improvements. This includes all direct cost for the design and construction of all on-site improvements as well as any off-site improvements which may be required to existing facilities, such as streets and drainage, made necessary by the proposed development.
- 104.02: **Exceptions:** On a case-by-case basis, the City of Richland, Mississippi, Board of Aldermen may elect to expend public funds, to the extent allowed by law, for off-site improvements made necessary by the proposed development, if the Board believes that it is in the public interest to make such expenditures. In order to be considered for an exception, the Developer must make a written request to the

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Board outlining the need for the off-site improvements, the Developer's opinion of cost of the proposed off-site improvements, and a narrative outlining the advantage to the citizens of the City of Richland, Mississippi for the Board to expend public funds on the off-site improvements.

105: Definitions

105.01: See Appendix A

ARTICLE II – Plat Procedure

200: Pre-Application Conference (All Development)

200.01: Attendees: Developer, Public Works Director (or designee(s)), City Engineer (or designee).

200.02: Location: City Hall or location designated by Public Works Director.

200.03: Purpose: The purpose of the pre-application conference is to allow Developer to inform and educate the City on the intentions of the Developer for the property in question and; for the City to inform and educate the Developer as to the requirements of this ordinance.

200.03.01 Specific topics to be discussed include but are not limited to:

200.03.01A: Nature of Development.

200.03.01B Development's effect on existing traffic.

200.03.01C Development's effect on existing stormwater runoff.

200.03.01D Development's effect on existing zoning.

200.04: Record of pre-application conference.

200.04.01: Minutes of pre-application conference to be kept by Public Works Director (or designee) or City Engineer (or designee) on Record of Pre-Application Form (see Appendix B).

201: Preliminary Plat Submittal Package

201.01: One (1) Record of pre-application conference (see Appendix B).

201.02: One (1) Application.

201.03: One (1) Application Fee.

201.04: Six (6) copies of Preliminary Plat and Description.

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- 201.05: One (1) copy of Draft Covenants and Restrictions (if applicable). —
- 201.06: Preliminary Plat Requirements:
- 201.06.01A: Non-Subdivided Property: Minimum size 8 ½" x 11"; maximum size: 24' x 36" (20# white paper)
- 201.06.01B: Sub-divided Property: Minimum Paper Size: 18" x 24": Maximum paper size: 24" x 36" (minimum weight 20# white paper).
- 201.06.02: North Arrow
- 201.06.03A: Scale: Non-subdivided Property: (shown on plat): 1" = 10', 20', 30', 40', 50', 60', 100', 200'.
- 201.06.03B: Scale: Sub-divided Property: (shown on plat) maximum 1" = 200' (alternate scales: 1" = 10', 20', 30', 40', 50', 60', 100').
- 201.06.04: Title block in lower right corner including the following information: —
- 201.06.04A: Name of Development
- 201.06.04B: Name, address, and contact information of Developer
- 201.06.04C: Name, address, and contact information of land owner (if different from Developer).
- 201.06.04D: Date
- 201.06.04E: If multiple sheets are required to show the entire development at the maximum scale, then Sheet No. and total number of sheets shall also be shown: "Sheet __ of __"
- 201.06.05: Property corner tie to section corner, quarter corner or other acceptable land tie.
- 201.06.06: Township, Range, and Section shown.
- 201.06.07: Sealed by Professional Land Surveyor (PLS) or Professional Engineer registered in the state of Mississippi. —
- 201.06.08: Include Rankin County Tax Map Parcel number.
- 201.06.09: Show access to public street(s).
- 201.06.10: Boundary lines, boundary monuments, and total acreage of total tract to be subdivided. Boundary lines should be bold and easily distinguishable from interior lot lines. Include bearings and distances on all boundary and lot lines.

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- 201.06.11: Section Lines
- 201.06.12: Political subdivision line, where applicable; municipal corporate limit lines, county lines, supervisor district lines, etc.
- 201.06.13: All pre-existing permanent easements and/or rights-of-ways (railroads, natural gas company, power transmission/distribution, potable water/sewer, etc.).
- 201.06.14: All proposed easements and rights-of-way, labeled for purpose and intent, and dimensioned, including any protected green spaces, parks, nature areas, etc. The name of the proposed easement holder shall be labeled (by specific name if known or by general type entity; for example: "Subdivision X Homeowner's Association" or "XYZ Property Management Group").
- 201.06.15: All public streets adjacent to the property to be subdivided; include average daily traffic (ADT) for all public streets for which the ADT is readily available from the Mississippi Department of Transportation (MDOT) or the Central Mississippi Planning and Development District (CMPDD). ADT information, if not readily available, may still be required on a case-by-case basis.
- 201.06.16: Layout of proposed development showing all lots, lot numbers, lot dimensions, and building setbacks.
- 201.06.17: All adjacent parcels bordering (sharing a common boundary, regardless of length) the proposed development with parcel owner and parcel owner contact information.
- 201.06.18: Vicinity map showing proposed development's general location within the City or a significant portion of the City. Vicinity map may be an inset on the plat.
- 201.06.19: All floodways and/or flood plains as defined by the most current Flood Insurance Rate Map (FIRM) including flood zone for the entire development as defined by the most current FIRM.
- 201.06.20: Current zoning.
- 201.06.21: Lot density expressed as lots per acre of total development.
- 201.06.22: Wetlands delineated on plat.
- 202: **Property Description:**
- 202.01: Minimum Sheet Size: 8 ½" x 11": maximum size: 8 ½" x 14" (20# white paper).
- 202.02: Type written, black type on white paper.
- 203: **Final Plat Submittal Package:**

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- 203.01: One (1) transmittal letter, on Developer letterhead, requesting approval of final plat.
- 203.02: Six (6) paper copies and one (1) digital copy of Final Plat, all 18" X 24"
- 203.03: Surface Asphalt Security (See Appendix I for determination of security amount).
- 203.04: Record Construction Drawings per Section 319.
- 203.05: Warranty letter on Developer's letterhead, warranting all improvements dedicated to the City for two (2) years from the date of acceptance of the street surface wearing course.
- 203.06: Warranty letter on Developer's letterhead, warranting all construction and maintenance of the detention/retention basin(s) (if applicable) until the Surface Asphalt Security for the streets in the applicable phase of the development to be served by the basin is returned to the Developer.
- 203.07: Evidence of establishment of or contractual agreement with a maintenance management authority such as a home-owners association or property management group.
- 203.08: Final Plat Requirements
- 203.08.01: All pertinent requirements of Section 201.07.
- 203.08.02: Street Name(s)
- 203.08.03: All certifications listed in Appendix D.
- 204: Application
- 204.01: See Appendix C

ARTICLE III – Required Improvements and Design Standards

- 300: Property Improvements
- 300.01: Perimeter Boundary Monuments: Changes of direction (bearing) of all perimeter boundary lines shall be marked with a concrete monument. The monument shall be 4" x 4" square or 4" in diameter and a minimum of eighteen inches (18") long. The monument shall have a 1/2" diameter x 12" long steel rod in it's center protruding 1/2" above the top of the concrete. The monument shall be buried such that 2" to 4" of the monument extends above the ground surface.

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- 300.02: Lot Corners: All lot corners shall be marked with a ½" diameter x 18" long steel rod, buried such that the top of the rod extends 1" to 3" above the ground surface.
- 300.03: Rights-of-Ways and Permanent Easements: Right-of-way boundaries and permanent easement boundaries shall be marked with concrete markers at 500' intervals and at all changes in direction (bearing) of the boundaries. Concrete monuments shall conform to the dimensions of Section 300.01. Monuments shall be buried flush with ground surface.
- 300.04: Minimum lot size:
- 300.04.01: Residential: Per current Zoning Ordinance
- 300.04.02: Commercial/Industrial: Per current Zoning Ordinance
- 300.05: Minimum Street Frontage:
- 300.05.01: Residential: Per current Zoning Ordinance
- 300.05.02: Commercial/Industrial: Per current Zoning Ordinance
- 300.06: Blocks
- 300.06.01: At least 400' long and not more than 1320' long
- 301: **Master Drainage Plan and Rough Grading**
- 301.01: The Developer shall provide a master drainage plan for the entire development and a rough grading plan for the phase(s) of the development for which the Application pertains. All proposed drainage, runoff conveyance systems, drainage structures, and detention/retention basins shall take in account the master drainage plan for the entire development. Developer shall explore the effects of the proposed development on existing lake and pond dams including but not limited to runoff from the development for lakes and ponds downstream of the development and the possible change in dam classification for lakes and ponds upstream of the development.
- 301.02: Master drainage plan shall include existing and proposed contours on maximum five-foot (5') intervals. In areas of minimal topography, one-foot (1') contour intervals may be requested. Readily available contour data such as recent LIDAR or digital quadrangle maps is acceptable for this purpose. The plan shall include direction of flow arrows.
- 301.03: Grading plan(s) for the phase of a development for which the application pertains shall include existing and proposed contours to one-foot (1') intervals. Readily available contour data such as recent LIDAR is acceptable for this purpose. Each proposed lot within the development shall include finished contours indicating the

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proposed drainage for that lot. The grading plan must be sealed by a professional engineer (PE) registered in the State of Mississippi.

301.04: A swale shall be provided between each lot in developments defined as "Medium Density" in the current Zoning Ordinance. Runoff may be designed to go to the front or the rear of the lot. Direction of runoff flow shall be indicated by flow arrows. Swales may not be required if the adjacent land is common area.

302: Public Access

302.01: Public access shall be provided for all developments except for those conditions specifically provided for in Section 303.

302.02: Public access shall be provided through the connection of a street (or streets) within the development to existing public street(s).

302.03: Public access within the development shall be designed to the standards presented herein.

302.04: Public access, and associated rights-of-way and easements, within the development must be dedicated to the City.

302.05: All parcels and lots within the development must have access to an existing public street or to the streets within the development that are to be dedicated to the City.

302.06: Developer may be required to make off-site improvements to existing public streets if traffic analysis determines that the existing public street does not have sufficient capacity and or operational functionality to provide the proper level of service for the existing public street, once the development is fully developed.

302.07: Developer MAY be required to provide a Haul Bond for repair of streets with accelerated damage due to Developer's material hauling operations. Developer shall outline the proposed haul route(s) for the development on a city map. The necessity for a Haul Bond will be made on a case by case basis depending on the haul route(s) selected, and the decision as to whether a Haul Bond will be required shall be made in the sole discretion of the City of Richland Public Works Director and/or the City Consulting Engineer; said decision shall be final. The amount of the Haul Bond shall be as designated in Appendix J. The Haul Bond shall be returned to the Developer upon repair of the damage to the haul route streets caused by the hauling operations to the development covered under the Haul Bond as determined by the City Engineer or his designee.

303: Private Streets/Gated Developments

303.01: Developer may request, in writing, from the Board, that the streets within the development remain the property of the Developer (or his assignee). If granted by the Board, maintenance of the streets within the development will remain the responsibility of the Developer (or assignee).

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303.02: Developer must submit a twenty-year maintenance plan, for Board approval, for all private streets. The maintenance plan must include a schedule for maintenance, including overlay, an opinion of the cost of the scheduled maintenance, and the source of funding for the scheduled maintenance.

303.03: Developer must also provide an Emergency Access Plan to the development. The plan shall include emergency access for police, fire, medical, rescue, electric power supplier, natural gas supplier (if applicable), and other services or utilities as may be required by the Board. Developer's emergency access plan must be reviewed and approved by the City Emergency Management Team, City police department, City fire department, and primary responding medical service. Approval of said agencies shall be evidenced by the appropriate signatures affixed to the Emergency Access Plan prior to submittal to the Board for review.

303.04: Developer must also provide a Scheduled Service Plan that must include Developer's plan for access for mail service, school bus service, potable water service personnel, sanitary sewer service personnel, telephone service personnel, cable television service personnel, and any and all other service personnel that may be identified.

303.05: Plats shall clearly indicate that streets are not public and will not be maintained by the City.

303.06: Documents used for the transfer of ownership of lots within the development shall include verbiage which clearly states that the streets within the development are not public streets and that the City will not maintain the streets. The documents shall also include verbiage that explains how the maintenance of the streets will be financed. The developer shall provide a sample copy of the document to be used for City review.

303.07: Entrances from public streets to all gated communities shall include a "turn-around" on the public side of the gate to allow traffic to re-access the public street in a forward movement without passing through the gate.

304: Easements

304.01: Permanent easements shall be provided for all utilities serving the development, including but not limited to: natural gas, cable television, electric power, telephone, drainage. The permanent easements shall be dedicated to a Homeowner's Association or management authority for residential developments or a management authority for commercial developments. Potable water and sanitary sewer shall be on the street right-of-way unless an exception is granted by the City.

304.02: Multiple utilities may be proposed within the same easement unless prohibited by law or State agency regulation.

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304.03: Easement widths may vary depending on the number of utilities being proposed within the easement but shall be a minimum of ten feet (10') in width and shall be parallel and adjacent to the proposed street right-of-way along both sides of each proposed street

304.04: Drainage easements shall have a minimum width of fifteen feet (15').

304.05: There shall be no structures installed or constructed on an easement, including but not limited to fences, sheds, shops, playground equipment, etc.

305: **Floodplain Areas**

305.01: Floodways, flood plains, and flood zone as identified by the most current FIRM for the development, must be indicated on plats and construction drawings.

305.02: No buildings or structures will be allowed in the floodway.

305.04: Structures placed within flood plains shall have a minimum finished floor elevation (FFE) of two feet (2') above the 100-year flood base flood elevation (BFE).

305.05: Development in areas where no 100-year flood elevation has been established, shall consider historical flooding, when determining FFE's and final elevations of proposed improvements.

306: **Stormwater Detention**

306.01: **General:** A hydrological analysis of the development shall be conducted to determine the amount of stormwater runoff in various storm events. Methodology for conducting hydrological analysis may be the Rational Method, USGS 1991 report, SCS methods, or other, industry accepted methodology. Storm events to be evaluated are: 2yr-24 hr, 5 yr-24 hr, 10 yr-24 hr, 25 yr-24 hr, 50 yr-24 hr, and 100 yr-24 hr. The detention/retention basin shall be designed to retain the difference in stormwater runoff between the pre-development stormwater runoff and the post-construction stormwater runoff. All components of the stormwater detention shall comply with the most current version of the *City of Richland Mississippi Stormwater Ordinance*.

306.01.01: Modeling software incorporating methodologies specified in Section 306.01 may be used. All assumptions, input data, and results shall be clearly displayed on the software output.

306.01.02: The hydrological analysis shall include a pre-construction map depicting drainage basin(s) and runoff data for each basin; and a post construction map depicting the revised drainage basins and runoff data for each basin.

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- 306.01.03: Stormwater runoff from post developed site shall not exceed runoff from pre-developed site in any evaluated storm event.
- 306.01.04: The detention basin shall be placed on a separate lot and dedicated to the City. There shall be no structures on the lot that are not related to the detention basin and its operation.
- 306.01.05: Stormwater detention design shall be sealed by a professional engineer (PE) registered in the State of Mississippi.
- 306.01.06: The City will collect field data at the conclusion of all construction activities to verify that actual construction of the detention/retention basin comply with the provided design.
- 306.02: Detention: Depressions, ponds, basins, or other means shall be included to provide storage volumes in accordance with the requirements of Section 306.01.03.
- 306.02.01: Design depth of storage must not exceed three feet (3') unless the basin is enclosed by a commercial grade woven wire fabric fence a minimum of six feet (6') high. Emergency spillways shall be provided as required.
- 306.02.02: Earthen Detention: Back-slopes shall not be steeper than 4:1. Fore-slopes shall not be steeper than 3:1. Bottom of basin shall be sloped to outfall structure. A paved flume shall be provided in the center of the bottom. Paved flume shall extend from the outfall structure to the detention boundary farthest from the outfall structure.
- 306.02.03: Outfall Structure shall be designed to detain the required volume of runoff and also allow the detention volume to completely drain within 30 hours of the end of the storm event. Structure shall also be designed to maintain discharge in the presence of trash and debris that tends to collect around discharge structures.
- 306.02.04: Designs of detention storage, other than earthen basins, may be provided.
- 307: Streets (Private and Proposed Public)
- 307.01: Streets must be designed according to the requirements set forth in Appendix E.
- 307.02: Street design must be sealed by a professional engineer (PE) registered in the State of Mississippi.
- 307.03: A geotechnical investigation shall be provided for all streets within the development. The investigation shall be conducted and sealed by a professional engineer (PE) registered in the State of Mississippi. At a minimum, the investigation should include soil borings along the centerline of the proposed street(s) at 250-foot intervals. Depth of borings shall be a minimum of five feet (5').

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- 307.04: Curb and gutter in residential developments is not recommended but, may be approved under special circumstances and, if proposed, must meet the requirements of Appendix E.
- 307.05: Alleys
- 307.05.01: Alleys may be provided, in commercial and industrial zones only, for service access to interior lots.
- 307.05.02: Minimum right-of-way for alleys shall be twenty-five feet (25').
- 307.05.03: Minimum lane width for alleys shall be fifteen feet (15').
- 307.05.04: Alleys may not be dedicated to the City for maintenance. Maintenance responsibility shall remain with the Developer or his assignee.
- 307.05.05: Dead-end alleys will not be permitted.
- 307.06: Asphalt surface
- 307.06.01: Asphalt surface course shall not be installed until 80% of the lots have been developed.
- 307.06.02: Upon completion of asphalt base coarse but prior to final plat approval, Developer shall provide to the City a Surface Asphalt security. The amount of the security shall be as calculated in Table G-1. The security may be provided by a performance bond, an irrevocable letter of credit, or certified cashier's check.
- 307.07: Pavement markings shall adhere to the requirements of the most current edition of the Manual of Uniform Traffic Control Devices (MUTCD).
- 307.08: Warranty
- 307.08.01: Upon completion of all surface asphalt, striping, and signage, Developer shall provide, on Developer's letterhead, a one (1) year warranty on the final surface coarse asphalt for all collector streets and a two (2) year warranty on the final surface coarse asphalt on all arterial streets. Upon receipt of the warranty letter, the City will release the Surface Asphalt Security.
- 308: Drainage
- 308.01: Drainage improvements must be designed to the requirements set forth in Appendix F.
- 308.02: All drainage pipes shall be installed with a full perimeter filter cloth wrap at each joint. The filter cloth shall meet the requirements of Type V geotextile fabric as specified in the latest edition of the *Standard Specifications for State Aid Road and Bridge Construction*. The wrap shall be a minimum of twelve inches wide

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and of sufficient length to provide twelve inches of overlap for the diameter of pipe being installed.

308.03: Drainage design must be sealed by a professional engineer (PE) registered in the State of Mississippi.

308.04: Design methodology shall be generally accepted methodology for Central Mississippi. City Engineer may recommend to the Board that additional study or calculation be provided by Developer if City Engineer believes that it is in the public interest to do so. Backfill shall be compacted to 95% Standard Proctor.

308.05: Major natural drainage conveyance may not be altered without prior approval of the City Engineer. Major drainage conveyance systems shall be any conveyance system that requires a pipe greater than 36" in diameter when the flow is calculated per Appendix F. Pipes with diameters greater than 36" will not be allowed outside the right-of-way to be dedicated to the City. Alterations to major drainage conveyance systems shall primarily be open channel sections with hard armored inverts and slopes.

308.06: Drainage designed to be installed along the backs of lots shall be placed on a fifteen foot (15') wide piece of property dedicated to the City as "Drainage Way" and so labeled on the final plat.

308.07: Developer shall submit, to the City, a digital file of the "as constructed" drainage system. The digital file shall include X, Y, and Z coordinates, on NAD83 Mississippi West State Plane Coordinate System. The file shall include the location of all drainage system appurtenances.

309: Potable Water

309.01: Potable Water improvements must be designed to the requirements set forth in Appendix G and as shown on the City of Richland, Mississippi Standard Water Detail Sheet.

309.02: Gate valves required at all legs of intersecting water mains.

309.03: Casing required where all water lines (mains and services) cross streets and driveways. HDPE carrier pipe may be approved under driveways without casing. Casing end seals and line spacers shall be used for all cased carrier mains.

309.04: Fire hydrants: collision type, one (1) five inch (5") pumper truck quick connect with cap, two (2) two and one-half inch (2 ½") hose ports; five hundred feet (500') maximum spacing between hydrants in residential areas and three hundred feet (300') maximum spacing between hydrants in commercial areas; minimum of five feet (5') from any other utility appurtenance (power poles, junction boxes, control panels, etc.); provide with sufficient bury length to provide hydrant connection to riser spool a minimum of one inch (1") and a maximum of six inches (6") above finished grade.

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- 309.05: Service connections: Water service shall be provided as shown on the standard detail sheet. A minimum separation of ten feet (10') shall be provided between all water and sewer services. The water meter and the meter box will be provided by the City. Developer shall leave 36" of water service tubing above ground terminated with a brass right-angle wing curb stop. If concrete curb and gutter have been approved then the letter "W" shall be stamped into the wet concrete curb directly in-line with the water service.
- 309.06: Hydrostatic testing: A twenty four (24) hour hydrostatic pressure test shall be conducted on all water mains. The test pressure shall be one hundred fifty pounds per square inch (150 psi) at the test location. City engineer shall approve the test location. Allowable leakage shall be in accordance with AWWA C-600.
- 309.07: Bacteriological Testing: New water mains shall be disinfected per the requirements of the Mississippi State Department of Health. Once system has been disinfected and flushed, Developer shall request (through City Water Department) that samples be pulled by City of Richland Water System personnel for testing by the Mississippi State Department of Health.
- 309.08: Developer shall submit review letter from the Mississippi State Department of Health (MSDH) approving the potable water system for the development prior to installation of any potable water improvements.
- 309.09: The City will review and approve details of the potable water system.
- 309.10: The "as constructed" potable water system shall be shown on the roadway Record Drawings.
- 309.11: Developer shall submit, to the City, a digital file of the "as constructed" potable water system. The digital file shall include X, Y, and Z coordinates, on NAD83 Mississippi West State Plane Coordinate System. The file shall include the location of all gate valves, tie-ins, underground fittings, fire hydrants, meter boxes, and other miscellaneous appurtenances.
- 309.12: Water service will not be provided to builders until the Developer has completed all construction associated with the development except surface asphalt.
- 310: **Sanitary Sewer**
- 310.01: **General requirements:** Sanitary sewer facilities shall be provided to adequately service the development. The applicant shall install sanitary sewer facilities in a manner prescribed by the City of Richland construction standards and specifications. All plans shall be designed in accordance with the rules, regulations, and standards of the City of Richland, Mississippi, and the Mississippi Department of Environmental Quality, Office of Pollution Control. Plans shall be approved by the above agencies. Refer to City standard sewer and pump station detail sheets and Appendix H.

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310.02: Medium Density (R-2), High Density Residential (R-3) and Nonresidential Zoning Districts: Sanitary sewerage facilities shall connect with public sanitary sewerage systems. Sewers shall be installed to serve each lot and to grades and sizes required by approving officials and agencies. No individual disposal system or treatment plants shall be permitted. Sanitary sewerage facilities (including the installation of laterals in the right-of-way) shall be subject to the specifications, rules, regulations, and guidelines of the City and appropriate State agencies.

310.03: Low (A1, R1) Density Residential Zoning Districts: Sanitary sewerage systems shall be constructed as follows:

310.03.01 Where a public sanitary sewerage system is reasonably accessible, the applicant shall connect with same and provide sewers accessible to each lot in the development.

310.03.02 Where public sanitary sewerage systems are not reasonably accessible but will become available within a reasonable time (not to exceed fifteen (15) years), the applicant may choose one of the following alternatives:

310.03.02A Central Sewerage System, the maintenance cost to be assessed against each property benefited. Where plans for future public sanitary sewerage systems exist, the applicant shall install the sewer lines, laterals, and mains to be in permanent conformance with such plans and ready for connection to such public sewer mains; or

310.03.02B Individual disposal systems, provided the applicant shall install sanitary sewer lines, laterals, and mains from the street curb to a point in the development boundary where a future connection with the public sewer main shall be made. Sewer lines shall be laid from the house to the street line, and a connection shall be available in the home to connect from the individual disposal system to the sewer system when the public sewers become available. Such sewer systems shall be capped until ready for use and shall conform to all plans for installation of the public sewer system, where such exist, and shall be ready for connection to such public sewer main.

310.03.03 Where sanitary sewer systems are not reasonably accessible and will not become available for a period in excess of fifteen (15) years, the applicant may install sewerage systems as follows:

310.03.03A Low Density (R1) Residential Zoning Districts: A central sewerage system only. No individual disposal system will be permitted. Where plans exist for a public sewer system to be built, for a period in excess of fifteen (15) years, the applicant shall install all sewer lines, laterals, and mains to be in permanent conformance with such plans and ready for connection to such public sewer main.

310.03.03B Agricultural Zone (A1) Residential District: Individual disposal systems or central sewerage systems may be used.

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310.03.04 In all cases, approval of the selected alternative will be required from the City of Richland, Mississippi Department of Environmental Quality, and County Sanitarian.

310.04: Mandatory Connection to Public Sewer System: If a public sanitary sewer is accessible and a sanitary sewer is placed in a street or alley abutting upon property, the owner thereof shall be required to connect to said sewer for the purpose of disposing of waste, and it shall be unlawful for any such owner or occupant to maintain upon any such property an individual sewage disposal system.

310.05: Individual Disposal System Requirements: If public sewer facilities are not available and individual disposal systems are proposed, minimum lot areas shall conform to the requirements of the Zoning Ordinance and percolation tests and test holes shall be made as directed by the County Sanitarian and the results submitted to MSDH. The individual disposal system, including the size of the septic tanks and size of the tile fields or other secondary treatment device, shall also be approved by the County Sanitarian.

310.06: Design Criteria for Sanitary Sewers:

310.06.01 Sanitary sewer facilities shall be provided to adequately service the development, conform to the City's sewerage plan, conform to all applicable state and local laws pertaining to sewerage plan, and conform to all applicable state and local laws pertaining to sewerage collection and treatment. These design criteria are not intended to cover extraordinary situations. Deviations will be allowed and may be required in those instances where considered justified by the Public Works Director, City Engineer, State Board of Health, and County Sanitarian.

310.06.02 Design Factors: Sanitary sewer systems should be designed for the ultimate tributary population. Due consideration should be given to current zoning regulations and approved planning and zoning reports where applicable. Sewer capacities should be adequate to handle the anticipated maximum hourly quantity of sewerage and industrial waste together with an adequate allowance for infiltration and other extraneous flow. Gradients, pipe type, location and type of manholes, characteristics of lift stations, and treatment facilities shall comply with the requirements of the Mississippi Department of Environmental Quality, Office of Pollution Control. The unit design flows presented hereinafter should be adequate in each case for the particular type of development indicated. Sewers shall be designed for the total tributary area using the following criteria:

310.06.02A One and Two-Family Dwellings: .02 cubic feet per second (cfs)/acre.

310.06.02B Apartments: One and Two Story - .02 cfs/acre. Three through Six Stories - .03 cfs/acre.

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- 310.06.02C Commercial: Small Stores, Offices and Miscellaneous Business - .02 cfs/acre; Shopping Centers - .02 cfs/acre; Other - As directed by City Engineer.

These design factors shall apply to watersheds of 300 acres or less. Design factors for watersheds larger than 300 acres and smaller than 1,000 acres shall be computed on the basis of a linear decrease from the applicable design factor for an area of 300 acres to a design factor of .01 cfs/acre for an area of 1,000 acres unless otherwise directed by the City Engineer. Design factors for watersheds larger than 1,000 acres shall be .01 cfs/acre unless otherwise directed by the City Engineer.

- 310.06.03 Maximum Size. The diameter of sewers proposed shall not exceed the diameter of the existing or proposed outlet, whichever is applicable, unless otherwise approved by the City Engineer.

- 310.06.04 Minimum Size. No public sewer shall be less than eight (8) inches in diameter. Sewer pipe materials shall be one of the following:

- 310.06.04.01 Poly-vinyl Chloride (PVC) Sewer Pipe, SDR 26 or SDR 21, conforming to the latest requirements of ASTM Designation D-3034 with integral bell-and spigot rubber gasketed joints conforming to the latest requirements of ASTM Designation F-477;

- 310.06.04.02 Ductile Iron (DI) Pipe conforming to the latest requirements of ASTM Designation A-746 with rubber ring compression push-on joints conforming to the latest requirements of ANSI A21.11. All ductile iron pipe used in gravity or pressure sanitary sewer applications shall, at a minimum, have a ceramic epoxy interior lining. Any ductile iron piping used inside wet wells shall, at a minimum, have the same interior coating as stated above, and must also contain a specialty exterior coating specifically formulated to withstand high levels of hydrogen sulfide gas. Technical information on coatings shall be submitted to the Public Works Director and City Engineer for approval.

- 310.06.05 All sewer pipe installed in Class B or C bedding shall have select material placed from the bedding material to at least twelve (12) inches over the top of the installed pipe. Gravity sewer in casing must use end seals and centralizers; force mains in casing would be treated like water line. Pipe installed under streets, roadways, parking lots, or other traffic areas shall have select backfill material placed and compacted in lifts from the bedding to the trench surface. Backfill placement and compaction shall be in accordance with specifications acceptable to the City Engineer.

- 310.06.06 Minimum Slope. All sewers shall be designed to give mean velocities when flowing full of not less than 2.7 feet per second. All velocity and flow calculations shall be based on the Manning Formula using an N value of 0.013. The design slopes shall be evenly divisible by four (4). The slopes shall be minimum for the size indicated. Exceptions to these minimum slopes shall be made at the upper end of lateral sewers serving under thirty (30) houses. Said

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sewers shall have a minimum slope of 0.76 percent. Where lateral sewers serve less than ten (10) houses, the minimum slope shall be not less than 1 per cent. (See Table 3.)

TABLE 3
MINIMUM SLOPES FOR SEWER SIZE INDICATED

Sewer Size (In Inches)	Minimum Slope in Feet Per 100 Feet
8	0.60
10	0.44
12	0.36
15	0.28
18	0.24
21	0.20
24	0.16

- 310.06.07 Alignment. All sewers shall be laid with straight alignment between manholes, unless otherwise directed or approved by the City Engineer.
- 310.06.08 Manhole Location. When possible, sewers shall be located between the edge of the pavement and the street right-of-way. Manholes shall be no further than four hundred (400) feet apart, unless greater spacing is approved by City Engineer, and shall be installed at each change in grade, size, or alignment; at all intersections; and at the end of each line; and shall be provided with traffic grade cast iron lids and frames.
- 310.06.09 Manholes. The difference in elevation between any incoming sewer and the manhole invert shall not exceed 12 inches except where required to match crowns. The use of drop manholes will require approval by the City Engineer. The minimum inside diameter of the manholes shall be four (4) feet. When a smaller sewer joins a larger one, the crown of the smaller sewer shall not be lower than that of the larger one. The minimum drop through manholes shall be 0.2 feet. All manholes shall, at a minimum, incorporate a crystalline waterproofing admixture with antimicrobial agent included. Special consideration shall be given to manholes that are particularly susceptible to elevated hydrogen sulfide levels.
- 310.06.10 Sewerage Locations. Sanitary sewers shall be located within street or alley rights-of-way unless topography dictates otherwise. When located in easements on private property, access shall be provided to all manholes. A manhole shall be provided at each street or alley crossing. End lines shall be extended to provide access from street or alley right-of-way where possible. Imposed loading shall be considered in all locations. Not less than six (6) feet of cover shall be provided over top of pipe in street and alley rights-of-way or three (3) feet in all other areas, unless otherwise approved by the City Engineer.
- 310.06.11 Relation of Sewers to Water Mains. A minimum separation of ten feet (10') horizontally and eighteen inches (18") vertically shall be maintained between

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parallel water and sewer lines. Where the minimum horizontal separation cannot be met, the water line shall be ductile iron with joints located at the maximum distance possible from the sewer line joints. PVC may be used if it is protected by steel casing. Water and sewer lines must be in separate trenches with adequate space for maintenance. Where the minimum horizontal and vertical separation cannot be maintained, both the water and sewer lines shall be constructed as required above. Where water and sewer lines cross, the above requirements may be waived if pipe segments are centered to provide a maximum spacing of the joints of both water and sewer lines, and a vertical separation of at least eighteen inches (18") (water over sewer) is achieved.

310.06.12 Sanitary sewer service stub-outs shall be minimum 6-inch diameter pipe and shall be of one of the approved materials for sewer pipe cited in 504.01-03. Service pipe shall extend from the sewer main to approximately two (2) feet inside the property line at or near the center of the lot. Accurate measurements to the stub-out shall be shown on the as-built plans. Each stub-out shall be plugged with an approved plug or stopper, which is made specifically for such purposes and which shall be removable without causing damage to the service pipe. Water and sewer service shall have a minimum horizontal separation of ten (10) feet. Stub service should be showing three feet above ground. Where concrete curbs have been approved, the letter "S" shall be stamped into the wet concrete curb in-line with the sewer service.

310.06.13 Any sewer lines exposed through ditches shall be encased with steel casing.

310.06.14: The maximum allowable infiltration into any section of sewer shall not exceed two hundred (200) gallons per day per inch of pipe diameter per mile of pipe. All installed pipe shall be air tested between manholes and a copy of the test results shall be submitted to the City Engineer for review and approval. The air test should be done on entire system, including services. Criteria for approving air test results shall be as established by the City Engineer. In lieu of air testing, a standard infiltration test may be permitted if ground water conditions are conducive to such testing in the opinion of the City Engineer.

310.16.15: The sanitary sewer facilities constructed for the development shall be connected with the sanitary sewer system of the City of Richland. No subdivision plat shall be approved where the sewer system for the subdivision is not connected to the City's sanitary sewer system. No sewer facilities shall be connected to the City's sanitary sewer system unless the lines to which the sewer facilities are connected have sufficient capacity available to provide sewer service to the development. Available capacity shall be determined by the City based on the recommendation of the City Engineer.

310.06.16: The City requires a strip of land, donated to the City to locate the pump station. The pump station shall be installed on back side of lot; fenced, generator hook up, access drive according standard pump station detail sheet.

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310.07: Developer shall submit, to the City, a digital file of the “as constructed” sanitary sewer system. The digital file shall include X, Y, and Z coordinates, on NAD83 Mississippi West State Plane Coordinate System. The file shall include the location of all manholes with invert and top elevations, service tees/wyes, pump stations, force mains and other miscellaneous appurtenances.

311: **Stormwater Pollution Prevention Plan (SWPPP)**

311.01: Developer shall submit a copy of the review letter from the Mississippi Department of Environmental Quality (MDEQ) approving the SWPPP for the development (if required by State Law).

311.02: Developer shall submit a copy of the SWPPP for the development.

311.03: Developer shall submit a copy of the Construction Notice of Intent (CNOI) for developments that disturb more than one (1) acre.

311.04: For developments larger than five (5) acres, Developer shall submit a copy of the Large Construction Stormwater Permit Certificate of Coverage.

311.05: For subdivided property, Developer shall submit a copy of Individual Lot Coverage Registration Form.

311.06: SWPPP designs shall be consistent with MDEQ standards.

312: **Lighting**

312.01: All streets within the development that are to be dedicated to the City shall include lighting and must adhere to the following minimum requirements:

312.01.01: Lights shall be provided at all intersections, and every 200 feet between intersections.

312.01.02: Lights shall be mounted to concrete or decorative metal poles specifically designed for use with overhead street lighting.

312.01.03: Lights shall be 150-watt equivalent LED.

312.01.04: Lights shall be mounted with a minimum vertical clearance from the driving surface of fifteen feet (15').

313: **Landscaping**

313.01: Landscaping shall be provided at all intersections of streets within the development with existing public streets.

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313.02: At a minimum, landscaping shall include complete grass cover for all non-paved areas of the public right-of-way.

313.03: Additional landscaping may be provided but shall not interfere with the line of sight for drivers approaching the intersection.

314: Lakes

314.01: All lakes proposed within the development or adjacent to the development must be reviewed and have the approval of the Mississippi Department of Environmental Quality (MDEQ) Dam Division.

314.02: Developer shall submit evidence that lake has been reviewed and approved by the Mississippi Department of Environmental Quality (MDEQ) Dam Division.

315: Signage

315.01: Signage shall be provided, by Developer, for all street names. Signs shall be located at intersections. Signs shall meet the current requirements of the City of Richland Street Department.

315.02: Developer shall also provide and install off-site signage (such as "Intersection Ahead" or "Side Road Ahead") made necessary by the addition of the street(s) within the new development.

315.03: Off-site, informational signage shall include street name placards. Street name placards shall be consistent with existing placards in the area of the new development.

315.04: Developer shall provide and install all regulatory signs required by the most current edition of the Manual of Uniform Traffic Control Devices (MUTCD).

315.05: Speed limits for all streets within the development shall be set by the Board.

316: Utility Crossings

316.01: All utilities, except drainage and sanitary sewer services, crossing public streets to be dedicated to the City shall be placed in casing.

316.02: Casing may be SDR 26 PVC, A 36 steel, or high-density polyethylene (HDPE).

317: Construction Documents (Drawings and Specifications)

317.01: Six (6) sets of construction drawings and specifications shall be submitted for review after approval of preliminary plat.

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317.01.01: Construction drawings shall be prepared on 24" x 36" white paper with black line work. Some color may be acceptable if it is provided to clarify the intent of the drawing. —

317.01.02: Construction drawings shall include a title sheet with all pertinent information including but not limited to:

317.01.02A: Name of Development

317.01.02B: Vicinity Map (showing development's location within the City)

317.01.02C: Name and contact information of Developer

317.01.02D: Seal of professional engineer (P.E.) responsible for design of improvements

317.01.02E: Sheet index

317.01.02F: Date

317.01.02G: Note stating that drawings are for review only, not for construction. After drawings have been accepted by City, the note can be removed or revised to indicate that the drawings are approved construction drawings. —

317.01.02H: The construction drawings shall be organized in an orderly manner and be legible, facilitating ease of review.

317.02: Specifications shall be submitted on 8 ½" x 11" white paper with black type. Specification shall be organized in an orderly, logical manner, generally presented in the same order as the construction drawings.

3.17.03 Six (6) thumb drives containing a digital copy of all construction drawings and specifications and six (6) hardcopies of construction drawings and specifications shall be submitted.

318: City Review

318.01: Pre-construction

318.01.01: Pre-application conference: City shall review all information presented at the pre-application conference and inform Developer of any special issues which will need to be addressed. Within five working days of completion of the pre-application conference, City will notify the Developer, in writing, of any special needs or reasons why additional review time is required. City will also notify Developer of the amount of the Application Fee required to be submitted with the application. —

318.01.02: Application for Development: City will begin review of application upon receipt of application and required Application Fee. Within five (5) working days of

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submittal of application, City will notify the Developer, in writing, of approval or rejection (with reasons) or reasons why additional review time is required.

- 318.01.03: Preliminary Plat: In conjunction with submittal of the Application for Development, Developer may submit preliminary plat. Within thirty days of submittal of preliminary plat, City will notify the Developer, in writing, of approval or rejection (with reasons) or reasons why additional review time is required. Developer shall submit Construction Drawings (hard and digital) to the City for review within one year of the date of approval of the Application. If the Construction Drawings are not submitted to the City within one year of the date of approval of the Application, then the Application may be deemed forfeited due to lack of activity and the Developer may be required to re-start the process for development with a new Pre-Application Conference.
- 318.01.04: Construction Documents: Construction drawings and specifications may be submitted (hard and digital) after City approval of the preliminary plat. Construction documents shall be submitted with the appropriate Construction Drawing Review Fee. Within thirty (30) days of submittal of construction documents, City will notify the Developer, in writing, of approval or rejection (with reasons) or reasons why additional review time is required. Developer shall begin construction within one year of the date of approval of the Construction Drawings. If the construction has not commenced within one year of the date of approval of the Construction Drawings or if construction has ceased for a continuous period of one year from the initial start of construction, then the development may be deemed abandoned and the Developer may be required to re-start the process for development with a new Pre-Application Conference.
- 318.02: Construction Phase
- 318.02.01: Developer may begin construction of improvements to development once the construction documents have been reviewed and approved by the City and the Construction Field Observation Fee and any required Haul Bond is received by the City.
- 318.02.02: Any construction activity that the City is unable to observe due to the actions or inactions of the Developer or his agents shall be deemed a "failure" under this ordinance. The following construction activities are required to be observed by the City prior to proceeding with additional activities:
- 318.02.02A: Installation of all SWPPP best management practices (BMPs) must be installed prior to displacement of native material or placement of borrow material. City must review installed SWPPP BMPs prior to displacement of native material or placement of borrow material. Developer shall be responsible for contacting City Engineer (or designee) after installation of BMPs. Within two working days of notification by Developer that BMPs have been installed, City Engineer (or designee) will notify Developer that construction may proceed or provide reasons why construction may not proceed.

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- 318.02.02B: Drainage pipes: All drainage pipe installations must be observed by the City Engineer (or designee) prior to placement of backfill.
- 318.02.02C: Curb and gutter (where applicable) sub-grade shall be proof-rolled to demonstrate stability. Density will be determined by Developer provided nuclear density testing.
- 318.02.02D: Street sub-grade shall be proof-rolled to demonstrate stability. Density will be determined by Developer provided nuclear density testing.
- 318.02.02E: Placement of all asphalt, base and surface, shall be observed by the City Engineer (or designee).
- 318.02.02F: Installation of all potable water and sanitary sewer facilities.
- 318.02.02G: It shall be the Developer's (or designee) responsibility to coordinate with City for the required observations. Cost of initial visit by City, City Engineer (or designee) shall be included in the Construction Field Observation Fee. Cost of re-visits to observe testing that initially failed will be the responsibility of the Developer.
- 318.03: Post-construction
- 318.03.01: Developer shall coordinate a final review by City Engineer (or designee) after all infrastructure improvements have been completed, with the exception of surface asphalt.
- 318.03.02: Developer shall provide Surface Asphalt Security after City concurrence that all infrastructure improvements have been properly made, with the exception of placement of surface asphalt. The intent of the bond is to provide the City with financial resources to repair infrastructure improvements, damaged during other construction within the development, prior to the placement of surface asphalt. The amount of the security shall be as provided for in Appendix I. The security will be returned to the Developer upon City acceptance of Developer placed surface asphalt unless Developer elects to use the security as the surface asphalt warranty security described in Section 307.08. The Surface Asphalt Security may be used to correct deficiencies other than surface asphalt.
- 319: **Record Drawings:**
- 319.01: The Developer shall provide record drawings (hard and digital) of all the data indicated in the construction drawings. The horizontal data shall be 1983 State Plane Coordinate Mississippi West Zone. The vertical data shall be NAVD 83. Developer shall submit six (6) digital copies (thumb drive) and two (2) hardcopy sets of record drawings. Digital files must be in .dbf, .elf, .prj, .shp, .shx, or in the format required by the City GIS Coordinator. A .dwg file format may be requested at the City's discretion.

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ARTICLE IV - Miscellaneous

400: Variances

- 400.01: The Board may grant variances to the requirements presented within this ordinance, if, in the opinion of the Board, adherence to certain requirements is not in the public interest or does not advance public safety.
- 400.02: Requests for variances must be made in writing and shall include documentation supporting the request.
- 400.02.01: Requests for variances in Section III requirements shall be supported by documentation from a professional engineer (PE) registered in the state of Mississippi.

401: Penalties

- 401.01: It shall be unlawful for any person, firm, entity or corporation to make improvements to property without a proper City permit.
- 401.02: It shall be unlawful for any person, firm, entity, or corporation to sale portions of a tract of land or lots within sub-divided property using an unapproved or unrecorded plat.
- 401.03: Any person, firm, entity, or corporation committing the act(s) described in Sections 102.01, 102.02, 102.03, 102.04, 401.01 and or 401.02 shall be guilty of a misdemeanor, and upon conviction, may be punishable by a monetary fine not to exceed one thousand dollars (\$1,000.00) per occurrence.
- 401.04: Each violation and each day of failure to comply with this ordinance shall constitute a separate violation.

402: Amendments

- 402.01: This ordinance may be amended by the Board.

403: Validity

- 403.01: If for any reason any section, paragraph, clause, phrase, or provision of this ordinance should be held invalid, it shall not affect the remaining portions of this ordinance or any other regulation or ordinance of the City to which this ordinance may relate.

404: Repealer

- 404.01: All regulations, ordinances, parts of regulations or ordinances found to be in conflict with the requirements of this ordinance, including the subdivision

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ordinance adopted in 2016, are hereby fully repealed to give this ordinance full force and effect.

405: Fees

405.01: All fees and bonds will be as indicated in Appendix I.

406: Effective Date

406.01: This Ordinance shall be effective thirty (30) days from and after passage in accordance with law.

SO ORDAINED, this the 15th day of October, 2024.

* * * *

The motion to adopt the foregoing Ordinance, having been made by Alderman Black and having been seconded by Alderman Quick and no request having been made by any member of the Mayor and Board of Aldermen that said Ordinance be read by the Clerk before vote was taken, said Ordinance was adopted by the vote of the Board of Aldermen, the results being as follows:

Alderman Gus Black	voted: <u>AYE</u>
Alderman A.J. Shields	voted: <u>AYE</u>
Alderman John Hamilton	voted: <u>AYE</u>
Alderman Beth Sanford	voted: <u>AYE</u>
Alderman Matthew Quick	voted: <u>AYE</u>

The motion having received the affirmative vote of all members of the Board of Aldermen present, the Mayor declared the motion so carried and this Ordinance unanimously adopted this the 15th day of October, 2024.



ATTEST:

Karen Jackson, CITY CLERK

Approved:

Clay Burns, MAYOR

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EXHIBIT A

PROOF OF PUBLICATION

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ORDINANCES PASSED

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APPENDIX A

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APPENDIX B

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APPENDIX C

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APPENDIX D

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APPENDIX E

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APPENDIX F

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APPENDIX G

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APPENDIX H

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APPENDIX I

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314:	<u>Lakes</u>
315:	<u>Signage</u>
316:	<u>Utility Crossings</u>
317:	<u>Construction Documents (Drawings and Specifications)</u>
318:	<u>City Review</u>
319:	<u>Record Drawings:</u>

ARTICLE IV – Miscellaneous

400:	<u>Variances</u>
401:	<u>Penalties</u>
402:	<u>Amendments</u>
403:	<u>Validity</u>
404:	<u>Repealer</u>
405:	<u>Fees</u>
406:	<u>Effective Date</u>

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ARTICLE I – General

100: Title

100.01: This ordinance shall be known as the “City of Richland, Mississippi, Development Ordinance” and may be so cited.

101: Purpose

101.01: This ordinance has as its purpose and is designed to:

101.01.01: Establish procedures governing the review of residential, commercial, and industrial development, on both subdivided and non-subdivided property within the City.

101.01.02: Establish procedures and requirements for filing land subdivision plats.

101.01.03: Establish minimum requirements and standards for land subdivision plats.

101.01.04: Establish minimum requirements and standards for infrastructure improvements within property being developed.

101.01.05: Establish procedures to evaluate the impact of the proposed development on existing facilities, infrastructure, and residents.

101.01.06: Establish penalties for failure to adhere to the provisions of this ordinance.

101.01.07: Establish procedure for the City of Richland to vary or amend portions of this ordinance under certain cases or conditions.

102: Scope

102.01: It shall be unlawful for any person or entity to lay out, subdivide, re-subdivide, plat or re-plat any land into lots, blocks, streets, or to sell property therein which has not been subdivided, re-subdivided, platted, or re-platted according to this ordinance.

102.02: It shall be unlawful for any person or entity to make improvements to any lot or parcel of land for residential, commercial, or industrial purposes unless improvements are made in accordance with this ordinance.

102.03: It shall be unlawful for any person or entity to sell a lot within a platted subdivision prior to approval of the final plat by the City of Richland, Mississippi, Board of Aldermen (Board).

102.04: It shall be unlawful for any person or entity to record or attempt to record a subdivision plat prior to approval of the final plat as required by this ordinance.

102.05: The City of Richland, Mississippi, Board of Aldermen may withhold approval and acceptance of any or all proposed improvements to any development, and

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may withhold issuance of building permits for failure to comply with this ordinance.

102.06: All land division or subdivision, into two (2) or more lots or parcels for the purpose of transfer of ownership or development, regardless of size of lot or parcel, shall require a Pre-Application Conference. Based on the results of the Pre-Application Conference, all land division or subdivision, into two (2) or more lots or parcels shall have a plat and description sealed by a registered professional land surveyor licensed in the State of Mississippi.

102.07: Dedications or vacations of streets and or alleys, shall require an approved plat or approved revised plat as required by this ordinance except where the effected street(s) or alley(s) are appropriately covered by easements, as required by this ordinance.

103: **Procedure**

103.01: Developer shall initiate development process with the City Development officer (or designee) at 380 Scarbrough Street, Richland, Mississippi, 39218, (601) 932-3000. Developer shall submit all data required by this ordinance to City Development Officer (or designee) along with other data as may be required by the City of Richland, Mississippi, Board of Aldermen.

104: **City of Richland, Mississippi, Board of Aldermen Participation in Development Costs**

104.01: **Policy:** It is the policy of the City of Richland, Mississippi, Board of Aldermen to require the Developer of the proposed development to bear all costs of required improvements. This includes all direct cost for the design and construction of all on-site improvements as well as any off-site improvements which may be required to existing facilities, such as streets and drainage, made necessary by the proposed development.

104.02: **Exceptions:** On a case-by-case basis, the City of Richland, Mississippi, Board of Aldermen may elect to expend public funds, to the extent allowed by law, for off-site improvements made necessary by the proposed development, if the Board believes that it is in the public interest to make such expenditures. In order to be considered for an exception, the Developer must make a written request to the Board outlining the need for the off-site improvements, the Developer's opinion of cost of the proposed off-site improvements, and a narrative outlining the advantage to the citizens of the City of Richland, Mississippi, for the Board to expend public funds on the off-site improvements.

105: **Definitions**

105.01: See Appendix A

ARTICLE II – Plat Procedure

200: **Pre-Application Conference (All Development)**

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- 200.01: Attendees: Developer, City development Officer (or designee(s)), City Engineer (or designee).
- 200.02: Location: City Hall or location designated by City Development Officer.
- 200.03: Purpose: The purpose of the pre-application conference is to allow Developer to inform and educate the City on the intentions of the Developer for the property in question and; for the City to inform and educate the Developer as to the requirements of this ordinance.
- 200.03.01 Specific topics to be discussed include but are not limited to:
- 200.03.01A: Nature of Development.
- 200.03.01B Development's effect on existing traffic.
- 200.03.01C Development's effect on existing stormwater runoff.
- 200.03.01D Development's effect on existing zoning.
- 200.04: Record of pre-application conference.
- 200.04.01: Minutes of pre-application conference to be kept by City Development Officer (or designee) or City Engineer (or designee) on Record of Pre-Application Form (see Appendix B).
- 201: Preliminary Plat Submittal Package**
- 201.01: One (1) Record of pre-application conference (see Appendix B).
- 201.02: One (1) Application.
- 201.03: One (1) Application Fee.
- 201.04: Six (6) copies of Preliminary Plat and Description.
- 201.05: One (1) copy of Draft Covenants and Restrictions (if applicable).
- 201.06: Preliminary Plat Requirements:
- 201.06.01A: Non-Subdivided Property: Minimum size 8 1/2" x 11"; maximum size: 24' x 36" (20# white paper)
- 201.06.01B: Sub-divided Property: Minimum Paper Size: 18" x 24": Maximum paper size: 24" x 36" (minimum weight 20# white paper).
- 201.06.02: North Arrow
- 201.06.03A: Scale: Non-subdivided Property: (shown on plat): 1" = 10', 20', 30', 40', 50', 60', 100', 200'.

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- 201.06.03B: Scale: Sub-divided Property: (shown on plat) maximum 1" = 200' (alternate scales: 1" = 10', 20', 30', 40', 50', 60', 100').
 - 201.06.04: Title block in lower right corner including the following information:
 - 201.06.04A: Name of Development
 - 201.06.04B: Name, address, and contact information of Developer
 - 201.06.04C: Name, address, and contact information of land owner (if different from Developer).
 - 201.06.04D: Date
 - 201.06.04E: If multiple sheets are required to show the entire development at the maximum scale, then Sheet No. and total number of sheets shall also be shown: "Sheet __ of __"
 - 201.06.05: Property corner tie to section corner, quarter corner or other acceptable land tie.
 - 201.06.06: Township, Range, and Section shown.
 - 201.06.07: Sealed by Professional Land Surveyor (PLS) or Professional Engineer registered in the state of Mississippi.
 - 201.06.08: Include Rankin County Tax Map Parcel number.
 - 201.06.09: Show access to public street(s).
 - 201.06.10: Boundary lines, boundary monuments, and total acreage of total tract to be subdivided. Boundary lines should be bold and easily distinguishable from interior lot lines. Include bearings and distances on all boundary and lot lines.
 - 201.06.11: Section Lines
 - 201.06.12: Political subdivision line, where applicable; municipal corporate limit lines, county lines, supervisor district lines, etc.
 - 201.06.13: All pre-existing permanent easements and/or rights-of-ways (railroads, natural gas company, power transmission/distribution, potable water/sewer, etc.).
 - 201.06.14: All proposed easements and rights-of-way, labeled for purpose and intent, and dimensioned, including any protected green spaces, parks, nature areas, etc. The name of the proposed easement holder shall be labeled (by specific name if known or by general type entity; for example: "Subdivision X Homeowner's Association" or "XYZ Property Management Group").
 - 201.06.15: All public streets adjacent to the property to be subdivided; include average daily traffic (ADT) for all public streets for which the ADT is readily available from the Mississippi Department of Transportation (MDOT) or the Central Mississippi

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- Planning and Development District (CMPDD). ADT information, if not readily available, may still be required on a case-by-case basis.
- 201.06.16: Layout of proposed development showing all lots, lot numbers, lot dimensions, and building setbacks.
- 201.06.17: All adjacent parcels bordering (sharing a common boundary, regardless of length) the proposed development with parcel owner and parcel owner contact information.
- 201.06.18: Vicinity map showing proposed development's general location within the City or a significant portion of the City. Vicinity map may be an inset on the plat.
- 201.06.19: All floodways and/or flood plains as defined by the most current Flood Insurance Rate Map (FIRM) including flood zone for the entire development as defined by the most current FIRM.
- 201.06.20: Current zoning.
- 201.06.21: Lot density expressed as lots per acre of total development.
- 201.06.22: Wetlands delineated on plat.
- 202: Property Description:**
- 202.01: Minimum Sheet Size: 8 ½" x 11": maximum size: 8 ½" x 14" (20# white paper).
- 202.02: Type written, black type on white paper.
- 203: Final Plat Submittal Package:**
- 203.01: One (1) transmittal letter, on Developer letterhead, requesting approval of final plat.
- 203.02: Six (6) paper copies, three (3) mylar copies, and one (1) chartex (cloth) copy of Final Plat, all 18" X 24"
- 203.03: Surface Asphalt Security (See Appendix I for determination of security amount).
- 203.04: Record Construction Drawings per Section 319.
- 203.05: Warranty letter on Developer's letterhead, warranting all improvements dedicated to the City for two (2) years from the date of acceptance of the street surface wearing course.
- 203.06: Warranty letter on Developer's letterhead, warranting all construction and maintenance of the detention/retention basin(s) (if applicable) until the Surface Asphalt Security for the streets in the applicable phase of the development to be served by the basin is returned to the Developer.

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203.07: Evidence of establishment of or contractual agreement with a maintenance management authority such as a home-owners association or property management group.

203.08: Final Plat Requirements

203.08.01: All pertinent requirements of Section 201.07.

203.08.02: Street Name(s)

203.08.03: All certifications listed in Appendix D.

204: Application

204.01: See Appendix C

ARTICLE III – Required Improvements and Design Standards

300: Property Improvements

300.01: Perimeter Boundary Monuments: Changes of direction (bearing) of all perimeter boundary lines shall be marked with a concrete monument. The monument shall be 4" x 4" square or 4" in diameter and a minimum of eighteen inches (18") long. The monument shall have a 1/2" diameter x 12" long steel rod in its center protruding 1/2" above the top of the concrete. The monument shall be buried such that 2" to 4" of the monument extends above the ground surface.

300.02: Lot Corners: All lot corners shall be marked with a 1/2" diameter x 18" long steel rod, buried such that the top of the rod extends 1" to 3" above the ground surface.

300.03: Rights-of-Ways and Permanent Easements: Right-of-way boundaries and permanent easement boundaries shall be marked with concrete markers at 500' intervals and at all changes in direction (bearing) of the boundaries. Concrete monuments shall conform to the dimensions of Section 300.01. Monuments shall be buried flush with ground surface.

300.04: Minimum lot size:

300.04.01: Residential: Per current Zoning Ordinance

300.04.02: Commercial/Industrial: Per current Zoning Ordinance

300.05: Minimum Street Frontage:

300.05.01: Residential: Per current Zoning Ordinance

300.05.02: Commercial/Industrial: Per current Zoning Ordinance

300.06: Blocks

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300.06.01: At least 400' long and not more than 1320' long

301: Master Drainage Plan and Rough Grading

301.01: The Developer shall provide a master drainage plan for the entire development and a rough grading plan for the phase(s) of the development for which the Application pertains. All proposed drainage, runoff conveyance systems, drainage structures, and detention/retention basins shall take in account the master drainage plan for the entire development. Developer shall explore the effects of the proposed development on existing lake and pond dams including but not limited to runoff from the development for lakes and ponds downstream of the development and the possible change in dam classification for lakes and ponds upstream of the development.

301.02: Master drainage plan shall include existing and proposed contours on five-foot (5') intervals. Readily available contour data such as recent LIDAR or digital quadrangle maps is acceptable for this purpose. The plan shall include direction of flow arrows.

301.03: Grading plan(s) for the phase of a development for which the application pertains shall include existing and proposed contours to one-foot (1') intervals. Readily available contour data such as recent LIDAR is acceptable for this purpose. Each proposed lot within the development shall include finished contours indicating the proposed drainage for that lot. The grading plan must be sealed by a professional engineer (PE) registered in the State of Mississippi.

301.04: A swale shall be provided between each lot in developments defined as "Medium Density" in the current Zoning Ordinance. Runoff may be designed to go to the front or the rear of the lot. Direction of runoff flow shall be indicated by flow arrows. Swales may not be required if the adjacent land is common area.

302: Public Access

302.01: Public access shall be provided for all developments except for those conditions specifically provided for in Section 303.

302.02: Public access shall be provided through the connection of a street (or streets) within the development to existing public street(s).

302.03: Public access within the development shall be designed to the standards presented herein.

302.04: Public access, and associated rights-of-way and easements, within the development must be dedicated to the City.

302.05: All parcels and lots within the development must have access to an existing public street or to the streets within the development that are to be dedicated to the City.

302.06: Developer may be required to make off-site improvements to existing public streets if traffic analysis determines that the existing public street does not have

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sufficient capacity and or operational functionality to provide the proper level of service for the existing public street, once the development is fully developed.

302.07: Developer MAY be required to provide a Haul Bond for repair of streets with accelerated damage due to Developer's material hauling operations. Developer shall outline the proposed haul route(s) for the development on a city map. The necessity for a Haul Bond will be made on a case-by-case basis depending on the haul route(s) selected, and the decision as to whether a Haul Bond will be required shall be made in the sole discretion of the City of Richland Street and Drainage Manager and/or the City Consulting Engineer; said decision shall be final. The amount of the Haul Bond shall be as designated in Appendix J. The Haul Bond shall be returned to the Developer upon repair of the damage to the haul route streets caused by the hauling operations to the development covered under the Haul Bond as determined by the City Engineer or his designee.

303: **Private Streets/Gated Developments**

303.01: Developer may request, in writing, from the Board, that the streets within the development remain the property of the Developer (or his assignee). If granted by the Board, maintenance of the streets within the development will remain the responsibility of the Developer (or assignee).

303.02: Developer must submit a twenty-year maintenance plan, for Board approval, for all private streets. The maintenance plan must include a schedule for maintenance, including overlay, an opinion of the cost of the scheduled maintenance, and the source of funding for the scheduled maintenance.

303.03: Developer must also provide an Emergency Access Plan to the development. The plan shall include emergency access for police, fire, medical, rescue, electric power supplier, natural gas supplier (if applicable), and other services or utilities as may be required by the Board. Developer's emergency access plan must be reviewed and approved by the City Emergency Management Team, City police department, City fire department, and primary responding medical service. Approval of said agencies shall be evidenced by the appropriate signatures affixed to the Emergency Access Plan prior to submittal to the Board for review.

303.04: Developer must also provide a Scheduled Service Plan that must include Developer's plan for access for mail service, school bus service, potable water service personnel, sanitary sewer service personnel, telephone service personnel, cable television service personnel, and any and all other service personnel that may be identified.

303.05: Plats shall clearly indicate that streets are not public and will not be maintained by the City.

303.06: Documents used for the transfer of ownership of lots within the development shall include verbiage which clearly states that the streets within the development are not public streets and that the City will not maintain the streets. The documents shall also include verbiage that explains how the maintenance of the streets will be financed. The developer shall provide a sample copy of the document to be used for City review.

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ORDINANCES PASSED

January 5, 2021

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ORDINANCE 2021 - 1

AN ORDINANCE TO AMEND THE CITY'S ZONING ORDINANCE (ORDINANCE 2014-7, AS AMENDED) TO ADD SECTION 1860 - (PHC) PLANNED HIGHWAY CORRIDOR DISTRICT

WHEREAS, the Mayor and Board of Aldermen ("Governing Body") of the City of Richland, Mississippi ("City") do hereby find, adjudicate and declare as follows:

1. Pursuant to the provisions of Sections 17-1-1 et seq, Mississippi Code Annotated of 1972, as amended, the City is empowered to enact zoning ordinances and amendments thereto and to provide for administration and enforcement thereof.
2. The Governing Body desires to implement an overlay district along Highway 49 so as to encourage, promote and enforce uniform and consistent development within the City that is in the best interests of its citizens and has advertised in the Rankin County News a public hearing regarding adopting and consideration of the same, a copy of the proof of publication of such hearing is attached hereto as Exhibit A.
3. Accordingly, upon conducting the aforementioned public hearing, the Governing Body deems it necessary for the purpose of promoting the uniform development along Highway 49 of the City, to enact this amendment to the Zoning Ordinance, 2014-7, as amended, and does hereby deem the same necessary and convenient for said purposes.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF RICHLAND, MISSISSIPPI:

SECTION 1. The City's Zoning Ordinance, 2014-7, as amended, is hereby revised and amended to add the following section:

SECTION 1860 – (PHC) PLANNED HIGHWAY CORRIDOR DISTRICT

1861 - PURPOSE OF DISTRICT: The general purposes of this section are to protect the integrity of and to provide for a superior environment along the Highway 49 corridor of the City, as stated in the Comprehensive Plan. As a matter of public policy the City aims to redevelop, enhance, and perpetuate those aspects of overlay districts that have aesthetic, architectural, cultural, and/or historical significance. Such development activities will promote and protect the health, safety, prosperity, and general welfare of persons living in the City. The Planned Highway Corridor District (PHC) functions as an overlay district, which imposes a set of requirements in addition to those of the underlying residential, commercial, industrial or other district. Upon change in ownership, all non-conforming buildings and lots shall comply with the requirements of the PHC District within six (6) months.

Specifically, the PHC District guidelines are designed to encourage the following:

- A. To establish and enhance the "gateway" character of the district, thereby increasing aesthetic and visual qualities, as well as, property values of the City;
- B. To prevent the placement of inappropriate land uses along the entranceway corridors;
- C. To promote uniformity, with regard to dimensional regulations (i.e., maximum height, lot area and lot width, density, setbacks, and open space);
- D. To standardize landscaping requirements within the district;

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ORDINANCES PASSED

January 5, 2021

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ORDINANCE 2021 - 2

AN ORDINANCE TO AMEND THE CITY'S ARCHITECTURAL REGULATIONS (ORDINANCE 2001-14, AS AMENDED THROUGH ORDINANCE 2002-4) TO ADOPT ARCHITECTURAL DESIGN GUIDELINES FOR THE NEWLY ADOPTED (PHC) PLANNED HIGHWAY CORRIDOR DISTRICT WITHIN THE CITY AND RELATED UTILITY REQUIREMENTS

WHEREAS, the Mayor and Board of Aldermen ("Governing Body") of the City of Richland, Mississippi ("City") do hereby find, adjudicate and declare as follows:

1. Pursuant to the provisions of Sections 17-1-1 et seq, Mississippi Code Annotated of 1972, as amended, the City is empowered to enact zoning, subdivision and capital improvement ordinances and amendments thereto and to provide for administration and enforcement thereof.
2. The Governing Body desires to implement new architectural guidelines to control and regulate the aesthetic and architectural appearances of all buildings and structures located within the newly adopted (PHC) Planned Highway Corridor District located within the City and related utility requirements so as to encourage, promote and enforce uniform and consistent development within the City that is in the best interests of its citizens and, the City has advertised in the Rankin County News a public hearing regarding adopting and consideration of the same, a copy of the proof of publication of such hearing is attached hereto as **Exhibit A**.
3. Accordingly, upon conducting the aforementioned public hearing, the Governing Body deems it necessary for the purpose of regulating the aesthetic and architectural appearances of all buildings and structures located within the newly adopted (PHC) Planned Highway Corridor District within the City and related utility requirements, to enact this amendment to the City's Architectural Regulations, Ordinance 2001-14, as amended through Ordinance 2002-4, and does hereby deem the same necessary and convenient for said purposes.

NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF ALDERMEN OF THE CITY OF RICHLAND, MISSISSIPPI:

SECTION 1. Section 10 of the City's Architectural Regulations, Ordinance 2001-14, as amended through 2002-4, is hereby revised and amended to add Section 10(g) as the following:

(g) In addition to the requirements of this Ordinance, the PHC District (as set forth in Section 1860 of the City's Zoning Ordinance, 2014-7, as amended) shall be governed and controlled by the Architectural Design Guidelines set forth in **Attachment A** ("Guidelines") hereto. In the event of direct conflict between the City's Zoning Ordinance, 2014-7, as amended, the provisions of this Ordinance, and/or the Guidelines attached hereto, the following shall be the order of control and authority: (1) City's Zoning Ordinance, 2014-7, as amended; (2) the Guidelines; and, (3) this Ordinance.

SECTION 2. Section 12 of the City's Architectural Regulations, Ordinance 2001-14, as amended through Ordinance 2002-4, is hereby revised in its entirety as follows:

SECTION 12: Utility Services and Equipment. Location of utility services and equipment shall be approved by the Planning Commission and shall satisfy the following requirements:

- * Exterior equipment should be located out of public view.

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- * If the location of equipment must be in public view, a substantial screen, fence and/or landscaping must be used to make equipment obscure.
- * All utility poles located or to be located within the City shall be metal, subject to any other special requirements contained in the City's Subdivision Ordinance, 2020-6, as amended. Those utility poles located or to be located within the (PHC) Planned Highway Corridor District shall be metal with a black, powder coated paint/finish.

SECTION 3. All remaining provisions and sections of the City's Architectural Regulations, Ordinance 2001-14, as amended through Ordinance 2002-4, and not affected herein, shall remain in full force and effect.

SECTION 4. This Ordinance shall take effect and be in force as provided for by law.

SO ORDAINED, this the 5th day of January, 2021.

* * * *

The motion to adopt the foregoing Ordinance, having been made by Alderman Craft and having been seconded by Alderman Sanford and no request having been made by any member of the Mayor and Board of Aldermen that said Ordinance be read by the Clerk before vote was taken, said Ordinance was adopted by the vote of the Board of Aldermen, the results being as follows:

Alderman Gus Black	voted: <u>AYE</u>
Alderman Clay Burns	voted: <u>AYE</u>
Alderman Robert Craft	voted: <u>AYE</u>
Alderman Beth Sanford	voted: <u>AYE</u>
Alderman Cathey Wynne	voted: <u>AYE</u>

The motion having received the affirmative vote of all members of the Board of Aldermen present, the Mayor declared the motion so carried and this Ordinance unanimously adopted this the 5th day of January, 2021.



Approved:

Pat Sullivan, MAYOR

ATTEST:

Karen Jackson, CITY CLERK