



## **PLANNING & ZONING COMMISSION**

Regular Meeting Agenda  
CITY OF PARKVILLE, MISSOURI  
Tuesday, December 9, 2025 5:30 PM  
City Hall Board Room

- 1. Call to Order**
- 2. Roll Call**
- 3. General Business**
  - A. Approval of the December 9, 2025, regular meeting agenda.
  - B. Approve the minutes for the October 14, 2025, regular meeting
- 4. Unfinished Business**
- 5. Public Hearing**
  - A. Application for text amendment to Parkville Municipal Code, Title IV – Development Code, Section 404.040 Required Improvements and Engineering Specifications, to amend the City’s storm drainage requirements, and provide additional provisions to allow for alternative approaches via waivers. (Case No. PZ25-32); *City of Parkville, Applicant.*
- 6. Regular Business**
- 7. Other Business**
  - A. Upcoming meetings & dates of importance:
    - Board of Aldermen Meetings: Tuesday, December 16 at 6:00 p.m.
    - Board of Zoning Adjustments Meeting: TBA - Awaiting Applications
    - Planning & Zoning Commission Regular Meeting: Tuesday, January 13, 2026 at 5:30 p.m.
- 8. Adjournment**

**Minutes of the  
Planning & Zoning Commission Regular Meeting  
City of Parkville, Missouri**  
Tuesday, October 14, 2025 5:30 PM  
City Hall Board Room  
City Hall Board Room

**1. Call to Order**

Chair Wright called the meeting to order at 05:32 PM.

**2. Roll Call**

*Commissioners Present:*

Michael Wright  
Barbara Wassmer  
R. Douglas Krtek  
Walt Lane  
Gareld Butler  
Timothy Cahill  
Lorraine James

Absent:

Spencer Keesee  
Andrew Barchers

A quorum of the Commission was present.

*Staff Present:*

Stephen Lachky, Community Development Director  
Brad Stanton, Senior Planner  
Dan Harper, Public Works Director  
John Mautino, City Attorney

**3. General Business**

A. Approval of the October 14, 2025, regular meeting agenda.

**ACTION:** R. Douglas Krtek moved to approve, Barbara Wassmer seconded. Motion Passed: 7-0.

**AYES:** Michael Wright, Barbara Wassmer, R. Douglas Krtek, Walt Lane, Gareld Butler, Timothy Cahill, Lorraine James

**NOES:** None

**ABSTAIN:** None

B. Approve the minutes for the September 9, 2025, regular meeting

**ACTION:** Gareld Butler moved to approve, Timothy Cahill seconded. Motion Passed: 7-0.

**AYES:** Michael Wright, Barbara Wassmer, R. Douglas Krtek, Walt Lane, Gareld Butler, Timothy Cahill, Lorraine James

**NOES:** None

**ABSTAIN:** None

C. Proclamation for National Community Planning Month

Stephen Lachky stated that the Board of Aldermen issued a proclamation that October 2025 is recognized as National Community Planning Month. Brad Stanton read the proclamation by Mayor Dean Katerndahl.

4. **Unfinished Business**

5. **Regular Business**

A. Application for Subdivision - Preliminary Plat for The Estates at Thousand Oaks 3rd-7th Plats. (Case No. PZ2025-21); *Forest Park Development, Applicant.*

**STAFF ANALYSIS & SUMMARY**

Brad Stanton, Senior Planner, provided an overview of the project. This application proposes to develop 134 single-family residential lots across 113.7 acres located south of the existing Thousand Oaks subdivision and north of NW River Rd. The five phases, detailed by the number of lots and open space tracts, have been reviewed against the Parkville Municipal Code and 2040 Master Plan, and Staff recommends approval subject to conditions noted in the staff report.

**DEVELOPER'S PRESENTATION**

Dustin Burton, Renaissance Infrastructure Consulting, engineer for the developer, stated that a traffic study has been performed for these phases. Chair Wright asked about traffic calming for the steep grades. Mr. Burton responded that curvilinear streets and roundabouts help slow speeds, but that these plats are less steep than the Estates at Thousand Oaks 1st Plat. Commissioner Butler asked about the plan for stormwater on Nevada. Mr. Burton responded that the 1st Plat has 2 detention basins specifically for the Nevada Ave watershed. He continued that curb inlets along Nevada would collect stormwater before it gained too much velocity or capacity.

**MOTION**

**ACTION:** Walt Lane moved to approve, Barbara Wassmer seconded. Motion Passed: 7-0.

**AYES:** Michael Wright, Barbara Wassmer, R. Douglas Krtek, Walt Lane, Gareld Butler, Timothy Cahill, Lorraine James

**NOES:** None

**ABSTAIN:** None

B. Request for one-year extension of Final Development Plan approval for Village on the Green. (Case No. PZ2021-54); *Adam Tholen, Applicant.*

**STAFF ANALYSIS & SUMMARY**

Stephen Lachky, Community Development Director, stated that in 2023 the Final Development Plan for Village on the Green was approved. That approval is in effect for 2 years. However, the applicant may request a 1-year extension from the Planning & Zoning Commission.

**DEVELOPER'S PRESENTATION**

Drew Hood, 66150 Ball Rd, Bend, OR, stated that financing and construction costs have pushed the development back. He stated the developer hopes to break ground in November for the west side townhomes.

**QUESTIONS & CLARIFICATIONS**

Commissioner Krtek asked whether these plans require further Planning & Zoning Commission review. Mr. Lachky stated that the next approval required would be building permitting. Chair Wright asked whether our new Architectural Design Standards or Landscaping Standards would apply. Mr. Lachky stated they wouldn't because the original approval was in October 2023 before the new standards were established. Chair Wright asked about the outcome of the votes prior on Village on the Green. Mr. Lachky stated the preliminary development plan was approved 6-2 subject to staff conditions. Commissioner Krtek asked about whether the roads were public or private. Mr. Lachky responded that they were private. Commissioner Butler asked about the other organizations that were needed to be consulted. Mr. Hood responded that the consultation with the Platte Land Trust was completed and the buildings have been moved slightly. Commissioner Butler stated that currently this property was being used for parking. Mr. Lachky responded that they have been notified of trash conditions and that has been cleaned up and that vehicles are allowed to be parked there for now.

**MOTION**

- ACTION:** Barbara Wassmer moved to approve, Walt Lane seconded. Motion Passed: 6-1.
- AYES:** Barbara Wassmer, R. Douglas Krtek, Walt Lane, Gareld Butler, Timothy Cahill, Lorraine James
- NOES:** Michael Wright
- ABSTAIN:** None

**6. Public Hearing**

- A. Application for text amendment to Parkville Municipal Code, Title IV – Development Code, Section 404.040 Required Improvements and Engineering Specifications, to create requirements for the construction of perimeter streets as a part of public improvements for the subdivision process, and provide additional provisions for storm drainage requirements. (Case No. PZ2025-27); *City of Parkville, Applicant.*

**STAFF ANALYSIS & SUMMARY**

Stephen Lachky, Director of Community Development, presented an overview of the proposed text amendment. Mr. Lachky stated that the required improvements section of the code is to be extended to major site plans. Mr. Lachky stated that staff compared metro cities' requirements for improvements and selected language similar to Platte County to require half-street improvements. He stated that Six at Park was an example of the City requiring perimeter street improvements along 9 Highway.

**QUESTIONS & CLARIFICATIONS**

Commissioner Krtek asked if the improvements would be required to be 50 or 100%. Mr. Lachky responded that our proposed language allows for Director discretion.

Commissioner Butler asked about the signalized intersection at 435 and 45 Highway. Mr. Lachky stated those were required due to economic incentives, however, our proposed text amendment would allow us to require those without the economic incentives negotiation. Commissioner Butler asked about requiring improvements for previously approved development

**PUBLIC HEARING**

No public comment.

**MOTION**

**ACTION:** R. Douglas Krtek moved to approve, Lorraine James seconded. Motion Passed: 6-1.

**AYES:** Michael Wright, Barbara Wassmer, R. Douglas Krtek, Walt Lane, Timothy Cahill, Lorraine James

**NOES:** Gareld Butler

**ABSTAIN:** None

**7. Other Business**

A. Upcoming meetings & dates of importance:

- Board of Aldermen Meetings: Tuesday, October 21 and November 4 at 6:00 p.m.
- Board of Zoning Adjustments Meeting: Awaiting Application
- Planning & Zoning Commission Regular Meeting: **THURSDAY**, November 13 at 5:30 p.m.

Commissioner Cahill stated he would like the Planning & Zoning Commission to be involved in the design of projects in Parkville. Mr. Cahill stated that he felt members of the Commission have experience and talents in design that could elevate civil engineering design.

**8. Adjournment**

Chairman Wright called further discussion. Seeing none, he called for a motion to adjourn.

Submitted by:

\_\_\_\_\_  
Stephen Lachky, AICP  
Community Development Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Brad Stanton

\_\_\_\_\_  
Date

Planner



## Staff Analysis

Agenda Item: 5.A

Proposal: Request for text amendment to Parkville Municipal Code, Title IV – Development Code, Section 404.040 Required Improvements and Engineering Specifications, to amend the City’s storm drainage requirements, and provide additional provisions to allow for alternative approaches via waivers.

Staff Recommendation: Approval

Case No: PZ 2025-32

Applicant: City of Parkville

Pre-Application Conference Mtg: N/A

Exhibits:  
A. This Staff Analysis  
B. Application for Text Amendment  
C. Proposed Text Amendment to Section 404.040 Required Improvements and Engineering Specifications  
D. Additional exhibits as may be presented during the meeting

By Reference:  
A. Parkville Municipal Code, [Title IV- Development Code](#) in its entirety  
1. Section 404.040 Required Improvements and Engineering Specifications  
B. Notification of Public Hearing (published in The Landmark Newspaper on November 12, 2025)

Comments Received: No written comments have been received by the Community Development Department as of the completion of this staff analysis on November 26, 2025.

**Background**

Contaminated water can threaten drinking water supplies, aquatic ecosystems, and public recreation areas. The Clean Water Act of 1972 established a structure for protecting the nation’s water quality by regulating the discharge of pollutants into U.S. waterways to make them “fishable” and “swimmable”. This is accomplished through a permitting system for municipal point sources — the National Pollutant Discharge Elimination System (NPDES) — and adhering to best management practices (BMPs), which help prevent illnesses, habitat degradation, and provide better environmental protection and benefits to public health.

**Proposed Text Amendment**

The intent of Section 404.040 Required Improvements and Engineering Specifications is to ensure that all improvements necessary to serve lots within a subdivision are constructed, inspected, or otherwise assured of completion prior to the issuance of building permits; and the standards of Section 404.040 apply to any division of land or platting involving new blocks or lot, to the extent the division impacts and of the standards. While there are currently provisions within Section 404.040 requiring storm drainage facilities / public improvements — as well as associated permits, inspections, and acceptance — our Public Works Department have prepared a text amendment to adhere to the NPDES program in accordance with the Clean Water Act (see Exhibit C). The text amendment aims to keep the City in compliance with federal and state law through operation of the Municipal Separate Storm Sewer Systems (MS4s), and allows for alternative approaches via waivers, pending approval by the Public Works Director.


**Staff Conclusion and Recommendation**

Staff recommends approval of the proposed text amendment to Parkville Municipal Code, Title IV – Development Code, Section 404.040 Required Improvements and Engineering Specifications, to amend the City’s storm drainage requirements, and provide additional provisions to allow for alternative approaches via waivers. Consideration of a text amendment requires a public hearing. Required public hearing notices were published and no comments have been received as of the date of this staff analysis report. It should be noted that the recommendation contained in this report is made without knowledge of any facts and testimony which may be presented during the public hearing, and that the conclusions herein are subject to change as a result of any additional information that may be presented.

**Necessary Action**

Following consideration of the Application for Text Amendment, supporting information, associated exhibits, factors discussed above and any testimony presented during the public hearing, the Planning and Zoning Commission should recommend approval (with or without conditions), denial, or postpone the application for further consideration. If approved subject to conditions, the conditions should be noted for the record. Unless postponed, the Planning and Zoning Commission’s action will be forwarded to the Board of Aldermen on December 16, 2025, for final action.

*End of Memorandum*



11-26-2025

Stephen Lachky, AICP, CPM, CFM  
Community Development Director

Date



Application #: PZ 2025-32  
Date Submitted: November 7, 2025  
Public Hearing: December 9, 2025  
Date Approved: \_\_\_\_\_

CITY OF PARKVILLE • 8880 Clark Avenue • Parkville, MO 64152 • (816) 741-7676 • FAX (816) 741-0013

**Application for Text Amendment**  
Applicable to Chapters, Sections and Subsections within Parkville Municipal Code Title IV Development Code

**1. Applicant / Contact Information**

**Applicant(s)**  
Name: Alexa Barton  
Address: 8880 Clark Ave  
City, State: Parkville, MO  
Phone: (816) 741-7676 Fax: (816) 741-1300  
E-mail: abarton@parkvillemo.gov

**Primary Contact(s), if different from applicant(s)**  
Name: Daniel Harper  
Address: 8880 Clark Ave  
City, State: Parkville, MO  
Phone: (816) 741-7676 Fax: (816) 741-1300  
E-mail: dharper@parkvillemo.gov

We, the undersigned, do hereby authorize the submittal of this application and associated documents and certify that all information contained therein is true and correct. We acknowledge that all text amendments are subject to statutory requirements and the Municipal Code of the City of Parkville. We do hereby agree to abide by and comply with the above-mentioned codes, and further understand that any violations from the provisions of such shall constitute cause for fines, punishments and revocation of approvals as applicable.

**Applicant's Signature (Required)**  Date: 11/07/25

**2. Proposed Text Amendment**

*The following information may be submitted on a separate sheet if necessary.*

Amendment proposed to (Chapter, Section and Subsection number): Title IV: Development Code  
Section / Subsection Title: Section 404.040. Required Improvements and Engineering Specifications

Existing text:  
See attached

Proposed text:  
See attached

Reason for amendment:  
To adhere to the National Pollutant Discharge Elimination System (NPDES), which is a federally regulatory program under the Clean Water Act to control water pollution by regulating point sources that discharge pollutants into the water system. Municipalities that operate Municipal Separate Storm Sewer Systems (MS4s) must obtain NPDES permits or result in federal and state enforcement actions, including fines and legal penalties.

**3. Potential benefits / effects**

Generally, amendments are evaluated based on whether their benefit will likely outweigh any potential pitfalls, and their ability to implement community goals and objectives and improve the existing code. Describe below or on a separate sheet potential benefits and effects of the proposed amendment.

General benefits to property and residents in the City of Parkville (i.e., does the amendment make the code conform more closely with the City's Master Plan; improve public health, safety or general welfare; clarify or better implement the intent of the Code; or other):

Contaminated water can threaten drinking water supplies, aquatic ecosystems, and public recreation areas. Adhering to NPDES via best management practices (BMPs) helps the City prevent illnesses and habitat degradation, providing better environmental protection and benefit to public health.

General effects to property and residents in the City of Parkville:

- Less pollutants being discharged into streams, lakes and rivers.
- Cleaner water for local water sources, swimming, fishing, and recreation.
- Healthier neighborhoods and lower risks of illness from polluted water.
- Less flooding and more stable runoff during periods of heavy rain and inclement weather.
- Benefits to local wildlife and natural ecosystems
- Higher real estate values near clean environmental amenities (e.g., lakes, streams, parks)

**4. Checklist of required submittals**

- Completed application, including all required details and supporting data.
- Nonrefundable application fee of \$300.00. Separately, the applicant will be billed to recover costs for required publication notice per Parkville Municipal Code Title IV, Section 403.010, Subsection E.

**For City Use Only**

Application accepted as complete by: Stephen Lachky, Community Development Director November 7, 2025  
Name/Title Date

N/A Application fee payment by \_\_\_\_\_  Check # \_\_\_\_\_  M.O. \_\_\_\_\_  Cash \_\_\_\_\_

Accepted by: \_\_\_\_\_ \_\_\_\_\_  
Name/Title Date

Hearing notice published in: The Landmark Newspaper Date of publication: \_\_\_\_\_

Final reimbursable costs paid (if applicable). Date of Action: \_\_\_\_\_

Planning Commission Action:  Approved  Approved with Conditions  Denied Date of Action: \_\_\_\_\_  
Conditions if any: \_\_\_\_\_

Board of Aldermen Action:  Approved  Approved with Conditions  Denied Date of Action: \_\_\_\_\_  
Conditions if any: \_\_\_\_\_

## Chapter 404. Subdivision Regulations

Section 404.010 Street Networks and Design

Section 404.020 Civic and Open Space System

Section 404.030 Block and Lot Arrangement

Section 404.040 Required Improvements & Engineering Specifications

### Section 404.040. Required Improvements and Engineering Specifications

- A. **Intent.** The intent of this Section is to insure that all improvements necessary to serve lots within a subdivision are constructed, inspected, or otherwise assured of completion prior to the issuance of building permits.
1. Coordinate the design and construction of infrastructure for lots and projects with surrounding systems.
  2. Promote specifications and installation of infrastructure that supports planning and urban design policies for the City and specific areas.
  3. Ensure that all lots are served with necessary improvements prior to or in association with the issuance of building permits.
  4. References in this Section to “a development” refers to developments requiring a major site plan.
  5. Requirements for off-site public improvements will be made prior to approval of the corresponding application.
- B. **Applicability.** The standards in this section apply to any division of land or platting involving new blocks or lot, to the extent the division impacts any of the standards.
- C. **Generally.** The 1997 or the latest consecutive edition of the American Public Works Association (APWA) Standard Specifications and Design Criteria shall be the governing specifications and design criteria for the City of Parkville, which may be supplemented by the Director of Public Works policy statements. However, where any of the planning and urban design standards in this Chapter require or recommend a different physical arrangement of spaces, the construction and the engineering specifications of the APWA manual shall be applied within the planning and urban design standards of this Chapter.
- D. **Streets and Sidewalks.** Except as altered for particular contexts by application of the street Design Types and Context Appropriate Street Design Standards in Section 404.010 and Appendix A, all streets and sidewalks shall be constructed to the following Standard Specifications and Design Criteria, APWA 1981:
1. *Arterials.* Standard Drawing ST-3
  2. *Collectors.* Standard Drawing ST-2
  3. *Local.* Standard Drawing ST-1.
  4. *Sidewalks.* SW-2. Sidewalks shall be constructed at the time of street construction along arterial and collector streets, but may be deferred until building permits are issued on local streets provided the developer enters into an agreement of with the City to construct all sidewalks within 3 years for the date of acceptance of the street, and record the agreement with the final plat. The agreement shall provide that upon notification by the City to the property owner that sidewalks shall be built within 60 days, weather permitting. Should sidewalks not be completed with that time period the City may proceed with sidewalk construction and by ordinance levy a special assessment against the property for the cost of construction. Sidewalks across private and commercial approaches will be

- the same thickness as the paved approach. All sidewalks shall be constructed to current Americans with Disabilities Act (ADA) standards.
5. **Street Lights.** Street lights shall be constructed as specified in the Standard Specifications and Design Criteria, APWA 1982.
  6. **Grades.** In general, streets shall be so arranged that grades shall not exceed 10 percent for major thoroughfares and 15 percent for minor streets. The City Planning Commission may permit variation from these grades where it deems modifications advisable to adjust to topographic situations.
    - a. Gutter grades on paved gutters shall not be less than one-half of one percent
    - b. All changes in street grades shall be connected by a vertical curve of reasonable length to assure adequate visibility.
    - c. In approaching intersections, there should be a suitable leveling of the street at a grade generally not exceeding five percent and for a distance of generally not less than 100 feet from the nearest line of the intersecting street. The grade within the intersection should be as level as possible, permitting proper drainage.
  7. **Street Names.** Street shall use the names of other existing and named streets in alignment. Names of new streets or streets not in alignment with others shall show the names on the final plat and shall not duplicate or sound similar to existing street names. The City shall determine the street names and lot numbers.
  8. Driveway approaches shall conform to the design specified in APWA 1997 Edition Standard Drawing D-1. Approaches must conform to one-quarter ( $\frac{1}{4}$ ) inch to one-half ( $\frac{1}{2}$ ) inch max slope within the right-of-way. The cross slopes of driveway approaches containing sidewalk must adhere to current ADA standards and match the width of the existing or planned sidewalk. Colored concrete or decorative driveway approaches may be installed to the curb with the following conditions:
    - a. Owner must pay for the special improvement and must be otherwise installed according to APWA standards.
    - b. Owner agrees to have continuing responsibility for contracting and installation of all such approaches requiring repairs due to utility, street or other such work; however, said utility, contractor or municipal contractor shall pay the amount of a standard APWA approach replacement to said owner; or if the owner does not want a decorative driveway any longer, a standard replacement approach will be installed in the affected drive by the said contractor.
- E. **Off-Site Streets and Sidewalks.** In addition to providing a direct connection to a development or subdivision, the developer shall also be required to improve all perimeter streets and sidewalks that abut the development or subdivision, along their entire limits, to City standards. Perimeter streets and sidewalks are those existing streets and sidewalks to which the proposed subdivision or development abuts on only one side.
1. The Public Works Director may determine whether additional off-site street, sidewalk, or intersection improvements are necessary to support the proposed subdivision or development and mitigate its impact on surrounding public infrastructure, and to ensure the volume or type of traffic generated by the proposed subdivision or development will not create a safety hazard or cause any street or intersection to exceed its design capacity. The Public Works Director may require additional engineering studies from the developer to make these determinations.
  2. If the Public Works Director determines such off-site public improvements are necessary, the developer shall be required to complete such off-site public improvements concurrently with their development prior to the issuance of a certificate of occupancy and/or a certificate of substantial completion.
- F. **Water and Sanitary Sewer.**
1. Where a public water main is reasonably accessible, connections between each lot and the water main shall be made in accordance with City standards.
  2. Where a public sanitary sewer is reasonably accessible, connections between each lot and the sanitary sewer shall be made, sewer systems within the subdivision to make

sanitary sewer accessible to each lot. Sewer systems shall be approved by the Board of Aldermen and the Missouri Department of Natural Resources.

3. Where sanitary sewers are not available, other facilities, as approved by the Board of Aldermen and the Platte County Health Department, must be provided for the adequate disposal of sanitary wastes.

**G. Storm Drainage.** Culverts, storm sewer inlets, rip-rap slopes, stabilized ditches and other improvements shall be installed to handle storm water adequately. Such improvements may be a part of a benefit district, may be installed by the applicant prior to building permit issuance on abutting land, or installation may be guaranteed by performance as may be negotiated with the Governing Body. All storm drainage facilities shall meet the specification and standards of the City, and be planned and designed according to the site design standards in Section 408.050. All stormwater facilities and improvements shall be installed to manage stormwater in a manner that protects adjacent properties, manages discharge adequately, and complies with the City's State Operating Permit (MS4) as issued by the Missouri Department of Natural Resources. All stormwater facilities shall be designed and constructed to meet the specifications and standards of the City, and be planned and designed according to the site design standards in Section 408.050.

1. The Public Works Director may determine whether off-site stormwater improvements (i.e., improvements outside the boundaries of the subdivision or development) are necessary to support the proposed subdivision or development and mitigate its impact on surrounding public infrastructure, and to ensure that the volume or type of stormwater generated by the proposed subdivision or development will not create a safety hazard or cause any existing stormwater facility to exceed its design capacity. The Public Works Director may require additional engineering studies from the developer to make these determinations.
2. If the Public Works Director determines whether such off-site public improvements are necessary, the developer shall be required to complete such off-site public improvements concurrently with their development prior to the issuance of a certificate of occupancy and/or a certificate of substantial completion.
3. All submitted design plans shall contain the following information:
  - a. A master drainage plan containing the following information:
    - i. All temporary and permanent best management practice (BMPs) and MS4 outfall locations shall be designated by the engineer.
    - ii. All points or areas of discharge from the site shall be identified.
    - iii. All bodies of water receiving discharge shall be identified.
    - iv. One-foot contours with arrows identifying major drainage patterns.
    - v. Minimum building opening elevation (MBOE) as determined by the 100-year storm event. This shall be calculated for each lot within the development planned for future building construction.
    - vi. The City may request an as-graded master drainage plan prior to substantial completion as part of the record drawings.
    - vii. Modifications or removal of existing BMPs shall be identified.
  - b. The applicant shall provide an operations and maintenance manual for stormwater facilities in private ownership to both the future property owner and the City. The operations and maintenance manual shall contain all information required by the Missouri Department of Natural Resources and the City's State Operating Permit.
  - c. Ownership of public or private infrastructure and permanent BMPs.

**H. Upsizing.** Whenever any portions of the required public improvements are part of a planned future facility for the City, serving an area larger than the subdivision and its impact, the City and applicant will enter into an upsizing agreement. The City and the applicant shall negotiate the following aspects of the agreement prior to approval of the plat:

1. The applicant shall construct the facilities as planned by the City for future capacity as part of the subdivision and development process.

2. The applicant shall be responsible for the portion of the costs required to serve the proposed subdivision based on actual total cost to build the facilities absent any upsizing agreement.
  3. The City shall be responsible for any incremental costs to expand the facility to the planned capacity, beyond the capacity to serve the subdivision. The City's participation may be based by the applicant bidding the project with bid alternates, one alternate to build the minimum required facility to serve the subdivision or development and the second bid alternate being for the upsized facility planned by the City.
  4. The agreement shall be subject to approval by the City Attorney.
- I. **Permitting, Inspection and Acceptance.** No work on required improvements shall be done unless the following regulations and provisions have first been complied with:
1. Plans and specifications for the private construction or repair of improvements, including but not limited shall be submitted to the Public Works Director for approval, along with the specified improvement permit fee.
  2. A permit shall be obtained from the Public Works Director authorizing the construction according to plans and specifications submitted.
  3. Following the issuance of the permit, construction shall not be started until the Public Works Director has been notified as to the time, location, and scope of the construction. All construction work may be stopped at any time by the Public Works Director, when in the opinion of the Public Works Director the workmanship, materials used, or procedures of work do not meet the requirements or comply with the City Code, ordinances, specifications and procedures for such work.
  4. All permitted work shall be subject to final inspection for City maintenance by the Public Works Director who shall recommend action to the Mayor and Board of Aldermen. No building permit shall be issued prior to the official acceptance of streets and sewers necessary to adequately serve such building.
  5. Before acceptance by the City of streets or sewers, the owner shall post a maintenance bond, cash or irrevocable letter of credit satisfactory to the Board of Aldermen and in accordance with City policies and Public Works procedures, guaranteeing against defects in construction for a period of two years.
  6. Any private improvements such as landscape islands, benches, trash cans, landscaping or subdivision monuments approved within the right-of-way shall have a Right-of-Way Maintenance Agreement signed by the developer and assigning responsibility to an association of property owners or any specific lot or property owner.
- J. **Waivers.** All plans and construction are required to adhere to all engineering standards and specifications. For situations where the engineering standards and specifications may not be in the best interest of the public or an alternative approach provides a public benefit, a request shall be made in writing to the Public Works Director identifying the engineering standard or specifications that cannot be met or an alternative approach is proposed with supporting documentation. Waivers will only be granted if it is for an improvement to the community health, safety, and welfare.