

ORDINANCE NO. 20-833

CITY OF GENTRY, ARKANSAS

**AN ORDINANCE AMENDING THE GENTRY MUNICIPAL CODE
TO ESTABLISH PROCEDURES FOR PROCESSING INFORMAL
PLATS; AND FOR OTHER PURPOSES.**

WHEREAS, it has come to the attention of the City Council of the City of Gentry, Arkansas that there is a need to clarify the procedures for obtaining approval for lot line adjustments and tract splits within the City of Gentry and its Planning Area;

WHEREAS, the Gentry Planning Commission has reviewed and recommended for adoption the following amendment to the City's Subdivision Regulations;

WHEREAS, the City Council concurs in and wishes to adopt the Planning Commission's recommendation.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Gentry, Arkansas:

Section 1: Chapter 15.04 of the Gentry Municipal Code is hereby amended to insert the following provision after Section 15.04.04, and to renumber the succeeding sections in the Chapter as 15.04.06 – 15.04.09, respectively:

15.04.05 Procedures for Informal Plat Approval

A. Application

Informal plats and other submittals for a tract split or property line adjustment that does not constitute a subdivision of land as defined in this Chapter shall be submitted to City Hall or the City Building Inspector no later than close of business ten (10) days prior to the Planning Commission meeting at which such items will be presented for discussion, consideration or approval. Size and number of copies shall be as directed by the City Building Inspector. Plats submitted for approval shall bear the notarized signatures of the owner(s) and shall be accompanied by the required fees.

B. Criteria for Approval

The Planning Commission will approve informal plats based on the following criteria:

1. Compliance with applicable City ordinances including those related to lot size, setback requirements, parking, easements, access, zoning, master street plan, etc.
2. Adequate access of resulting lots to public roads, utilities, and other infrastructure.

3. Inclusion of all required information on submitted plat.
4. Other appropriate considerations based on the unique nature and location of the property to be divided or resized and any existing or proposed structures or development.

C. Plat Recordation

Upon receiving approval from the Planning Commission, such approval shall be indicated on the plat by the signature of the Planning Commission chairperson. The City will then submit the approved plat for recording upon receipt of payment from the applicant for the requisite recording fees.

D. Plat Requirements

The following information shall be included on any informal plat submitted to the City:

1. Name(s) and address(es) of the site owner(s).
2. Names, addresses, parcel numbers, and property lines of all property owners adjacent to the exterior boundaries of the site.
3. Accurate depiction of each lot being created or tract being resized, including:
 - a. General layout
 - b. Area in acreage to the nearest 1/100th acre
 - c. A unique number or letter
 - d. Building setback lines
 - e. Location of all existing structures
 - f. Location of existing utilities, wells, springs, and septic systems, including drain fields if known
 - g. Location and name of all bordering streets
 - h. Location of all known easements, including name of easement holder, purpose of easement, and book and page number for the easement.
4. Written legal description for each lot being created or tract being resized.
5. North arrow, appropriately sized scale (graphic and written), and legend.
6. Title block indicating the name and type of project, firm or individual preparing the drawing, scale, date, and revisions.

7. Vicinity map showing the location of the property to be subdivided within the City's Planning Area.
8. Signature lines for Planning Commission approval and owner certification for recording.
9. Written description of any requested waivers or variances.
10. Any other information as deemed necessary for project review by the City Code Officer or Planning Commission.

E. Time Limit

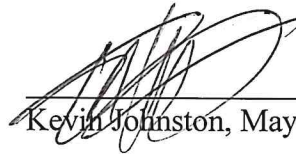
Approval of informal plats is conditioned upon recordation of the approved plat and all required deeds and other instruments of conveyance necessary to accomplish the approved tract split or property line adjustment within one year from the date of approval.

Prior to the expiration of the one-year period, an applicant may request the Planning Commission to extend the period for up to one additional year. The applicant must show good cause why the task could not reasonably be completed within the initial one-year period. To receive approval for an extension, the applicant shall comply with all applicable zoning and development requirements that have been adopted subsequent to the original approval.

Approval of any tract split or property line adjustment that has not been accomplished completed within one year from the date of approval or any approved extension period shall be rendered null and void.

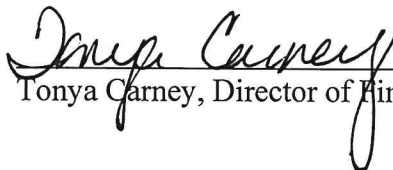
Section 2: All prior ordinances, resolutions, or code provisions that conflict with this ordinance are hereby repealed to the extent of such conflict.

PASSED and APPROVED in regular session this 2nd day of November, 2020.



Kevin Johnston, Mayor

ATTEST:



Tonya Carney, Director of Finance

