



AGENDA
CITY OF AUGUSTA
Council/Commission Meeting
Monday, August 31, 2020
6:00 P.M.

“Augusta – Where the metro’s edge meets the prairie’s serenity offering the perfect blend of opportunity and proximity for living, commerce and culture.”

- A. CALL TO ORDER**
- B. PLEDGE OF ALLEGIANCE**
- C. PRAYER**
- D. BUSINESS**
 - 1. DISCUSSION FOR FINANCING FOR DEVELOPMENT IN AUGUSTA**

Review and discuss terms for special assessments and how costs of construction of infrastructure is apportioned between City and developer.

 - a) Staff Report
 - b) Council/Commission Discussion/Direction
- E. ADJOURNMENT**



**CITY OF AUGUSTA
CITY COUNCIL/PLANNING COMMISSION
AGENDA REPORT**

Meeting Date: August 31, 2020
 Department: Community Development
 Submitted By: Anita Riley, City Planner
 Prepared By: Anita Riley, City Planner
 Agenda Title: **Financing for Development in Augusta**

RECOMMENDED ACTION:

Review and discuss terms for special assessments and how costs of construction of infrastructure is apportioned between City and developer.

BACKGROUND:

As the City moves forward with the adoption of its primary planning documents, including the Subdivision Regulations, staff and Planning Commission are reviewing the documents to ensure they represent the visions and values of the community. The financing mechanisms for developers, described in Chapter 7 of the Subdivision Regulations, should support the community's values and drive the community toward its vision.

Financing can affect the feasibility of a development, as well as its quality, desirability, and impact to the City. Without favorable financing, a developer may choose not to develop either at that time or in that location. Insufficient funding may result in the use of lower quality products or construction methods. It may also impact the developer's choices regarding amenities for the development. The City will feel the results of these impacts as well as potential financial ones as the City assists the developer through the special assessments process.

There are several ways to fund the construction costs of improvements for a development. In this part of the country and the state, the primary mechanism involves the municipality subsidizing the cost of construction and recouping the outlay via special assessments. A special assessment results when a developer petitions a municipality for new improvements that benefit the development in which they are involved. An improvement district is created of the properties that are benefited and the project is taxed to the property as a special assessment. Property owners are required to pay the assessment on an annual basis.

The use of special assessments allows the developer to reduce his risk and improve his profit margins. In the case of subdivisions, the developer can sell lots at a lower price because the costs of infrastructure improvements are largely passed along in the form of special assessments.

The terms of the special assessment and how the costs are apportioned between the City and the developer vary considerably between municipalities in the area. There appears to be a loose correlation between the amount of costs for improvements the city-at-large assumes (or does not assume) and the desirability of the area for development.

ANALYSIS:

The analysis portion of this staff report primarily consists of data intended to prepare Council members and Planning Commissioners for the work session.

Decision Determinants

As previously noted, the policies developed by the City for development financing should reflect the community's vision and values. Both vision and value statements were created by the community during the development of the Draft Comprehensive Plan and are presented below for reference during the work session. As not all aspects of the vision and values statements speak to development financing or embody the full range of values alive in the community, it is expected that the discussion will incorporate additional values.

Augusta Vision

Augusta is a safe, welcoming community unbounded by City limits. Civic pride reflects in our excellent schools, scenic parks and historic downtown. Traditions pass from one generation to the next with shared memories of ball games and holiday parades. Children are nurtured in a connected community that shapes our future through action and strategic investment. Our quality of life creates opportunities for homegrown success while attracting businesses with goods, services and jobs that fuel prosperity.

Stated Values

The values reflected in the Comprehensive Plan focus on what makes Augusta great and what Augusta needs for the future.

What makes Augusta great

- Small town charm with good access to big City amenities
- Family-friendly with great schools, parks, and recreation
- A safe and secure community
- Friendly & welcoming citizens
- Shared aspirations
- Good transportation access

- Creates positive memories
- Values education
- Values history and tradition

What Augusta needs for the future

- More quality jobs
- Promote healthy, active lifestyles
- Maintain quality schools and education
- More shopping, retail & commercial services, and attractions
- Enhance and promote existing community attractions
- Support local businesses
- Citizens that are civic-minded, engaged, and connected to the community
- Attractive City with community pride
- Appropriate cost of living
- Increased variety of housing options
- More sidewalks
- Better quality streets

Some questions that may arise during discussion include:

- Does the policy that is developed create a financial structure that you can proudly pass to future generations?
- Does it encourage strategic investments that improve the quality of life for residents and business owners?
- Does the policy encourage developments that support the community's values?

Developer Friendliness, Risk, and Debt

In addition to the community's vision and values, City Council members and Planning Commissioners will also want to balance how friendly the policy is for developers with how much risk the City is willing to assume and how much debt the City can comfortably accept.

Land development and economic development are closely linked, and sometimes overlap. However, one does not equal the other and one can, at times, come at the expense of the other. That said, it is certain that land development improves the economic complexion of a municipality, even if only for a brief period. Strategic development increases the odds that the improvement is long lasting. And economic development is a perpetual aspiration for all communities. As a result, providing a favorable climate for developers should be part of the policy equation. Throughout the development of the Draft Comprehensive Plan, Draft Zoning Regulations, and Draft Subdivision Regulations, effort has been made to provide that climate in a manner that benefits the developer, the City, and property owners in the City. An example of this is the streamlining of zoning processes to expedite approvals for development.

There is certain financial risk to the City that comes with the special assessments process. The main risk occurs when the property owner, whether developer or subsequent owner, fails to pay the assessment. The City then becomes responsible for repaying that portion of bond payment and may not be able to recoup the loss. While this is generally not a frequent occurrence, it was much more common during the housing crisis. Another risk the City may face is the loss of more favorable rates for future bonds should its debt load increase beyond an acceptable level. This issue speaks directly to the concern of how much debt the City can comfortably assume.

Questions for the work session discussion may include:

- How developer friendly does the City want to be?
- What does that look like?
- Will the City consider the financial stability of the developer prior to engaging in the special assessments process?

Terms of Special Assessments

Financial Commitment

Each developer must make an advance payment on a petition to the City for improvements. The payment varies in both method and amount across municipalities. Table 1 below contains a summary of data collected from various local municipalities. Payment may be provided in cash or a cash equivalent as well as in the form of a financial guarantee. The amount of financial commitment varies widely from a 20% cash or cash equivalent option, which is used to reduce that overall costs of development, and a 35% financial guarantee option to a 50% payment option regardless of whether it is in the form of cash or financial guarantee.

The language in the Draft Subdivision Regulations currently only accept a financial guarantee in the amount of 35% of the costs. Questions for the work session discussion may include:

- Should the City accept a cash or cash equivalent payment?
- If so, what percentage of the construction costs should be collected?
- Is 35% the appropriate amount of payment in financial guarantee form for the City of Augusta?
- Should the payment for specials more closely reflect the annual debt obligations for the general obligation bonds?

Release of Guarantee

A financial guarantee is a promise from the guarantor to take responsibility for the developer in the case he defaults on payments before all the saleable lots are sold, in the case of a subdivision. Reductions in, or releases from, the financial guarantee acknowledges that some percentage of the payment responsibility has transferred from the developer to other owners. The amount of release

from the guarantee allowed as well as the conditions of the release ranges widely across municipalities, as seen in Table 1. The least restrictive condition is seen in the City of Hutchinson, where 100% of the guarantee is released when building permits for 50% of lots have received Certificates of Occupancy. The most restrictive condition occurs in the City of Andover, where the guarantee is released in three stages that are tied to either Certificates of Occupancy for a percentage of the lots sold or the expiration of some proportion of length of maturity of the bonds issued for the special assessments.

The framework for releasing guarantees for the City of Augusta falls somewhere between the conditions found at Hutchinson and Andover, though tending toward the less restrictive condition.

Questions for the work session discussion may include:

- Is the release of financial guarantee commensurate with the actual reduction in financial obligation of the developer?
- Do the percentages of release and the accompanying conditions strike the appropriate balance between incentive for the developer and protection for the City?

Term of the Special Assessment

Kansas State Statutes do not allow the term of assessments to persist beyond 20 years. Regardless of the maximum allowable term, local municipalities, again, vary substantially in maximum terms they allow. Most often, they allow for either 10, 15, or 20 years.

Questions for the work session discussion may include:

- What term(s) make the most sense for the City?
- Will the lifecycle of the improvement extend beyond, or expire before, the maturity of the special assessment?

Debt Management Policy

Where it could be identified, staff provided information regarding debt management policies that could be tied to a municipality's assumption of debt via general obligation bonds for special assessments. The way each municipality evaluates debt does not always allow for an apples-to-apples comparison. However, providing the data does convey the intent of municipalities to track the debt from development.

The City of Augusta's outstanding general obligation debt currently totals \$19,540,000, but \$14,357,237 is statutorily exempt for debt capacity purposes. The current net debt against the statutory debt limit is only 24.22%, meaning that the City has additional debt capacity of \$16,218,439.

Questions for the work session discussion may include:

- Is there an identifiable point at which it is too burdensome for the City to add debt from development?
- Is there a minimum cost of improvements that a development would have incur before issuing a general obligation bond for special assessments makes sense?

City	Financial Commitment - (cash equivalent /financial guarantee)	Release of Guarantee – (as % of lots that have received Certificates of Occupancy)	Term of Assessment	Debt Management Policy
Augusta	-/35%	50% for 35% COs 100% for 50% COs		<30% assessed valuation
Andover	50%	50% for 40% Cos or ½ of term 80% for 75% Cos or ¾ term 100% for 90% Cos or full term	20 years	<40% prior years' growth/valuation
Bel Aire	-	-	-	<30% assessed valuation
Derby	20%/35%	50% for 35% COs 100% for 75% COs	Residential 10 years – A/D lanes, signals, arterial sidewalks 20 years – other Non-residential - 15 years Other upon developer request	<20% statutory direct debt/ assessed valuation
El Dorado	None	-	10, 15, 20 years	-
Great Bend	-	-	-	<Debt retired if exceeds 50% of 30% assessed valuation
Hutchinson	25%/35%	100% for 35% COs	varies	-
Lenexa	20%/35%	100% for 35% COs or 5 years	-	-
McPherson	50% payment up front	-	20 years	-
Mulvane	35%	100% for 50% COs	-	<80% prior years' growth/valuation
Olathe	-	-	10 yrs	<75% statutory direct debt

Table 1
Special Assessments Policy Summary

Apportionment of Costs to the City

Table 2 and 3 provide a brief summary of how local municipalities have divided the costs of improvements between the developer and the City-at-large. Table 2 focuses on transportation infrastructure and Table 3 focuses on other utilities. Each table identifies what percentage of the

improvement the municipality is responsible for. In some cases the information may not express the nuances in a policy but provides broad brush strokes of understanding to the intent of the policy.

Questions for the work session discussion may include:

- How does the City want to apportion costs for specific improvements?

City	Streets	Sidewalks	Traffic Signals
Augusta			
Andover	Local street – 0% Collector street – 0% Arterials - varies	-	-
Derby	Local/Collector streets – 0% Arterial – prorated Commercial streets – 0% Other – 0%	Gen – 0% On school routes – 50%	80%
El Dorado	Intersections – 100% Other – 0%	0%	100%
Hutchinson	Local streets – 0% Intersections – 100% Arterial/Collector – prorated Bridge – 100% Alley – 0% Reconstruction of Arterials /Collectors – 100% Reconstruction of Local streets – 80%	0%	-
Lenexa	Local streets – 0% Arterials – prorated	-	-
McPherson	0%	0%	0%
Olathe	Arterials – varies Local/Collector streets – 0% Auxiliary lanes – 0%		

Table 2
Apportionment of Costs to the City – Street Infrastructure

City	Storm Drainage	Water	Sanitary Sewer
Augusta			
Andover	0%	0%	-
Derby	Flood Control System – 100% Developed areas not previously in DID - 50% Developed areas previously in DID - 100% New – 0%	Lines up to 12” – 0% Other - prorated Commercial – 0%	Lines up to 8” – 0% Other – 0% Commercial – 0%
El Dorado	100%	100%	Mains – 100% Laterals – 0%
Hutchinson	Flood Control System – 100% Developed areas previously in DID - 100% New – 0% for lines up to 36” Over 36” - prorated Intersections – 100%	8” – 50% Valves/hydrants – 100% Storage – 100%	Sub-mains/trunk – 90% Other – 0% Service lines – 0%
Lenexa	-	-	-
McPherson	0%	Commercial – 50% Residential – 75%	0%
Olathe		12” – 0%	0%

Table 3
Apportionment of Costs to the City – Utility Infrastructure

Department Head Approval Date:
City Manager Approval Date:
City Attorney Approval Date:
Attachments (*list in packet assembly order*):

- Chapter 7 Improvement Procedures and Requirements of the Draft Subdivision Regulations

CHAPTER 7 IMPROVEMENT PROCEDURES AND REQUIREMENTS

700 GOVERNMENTAL JURISDICTION AND ENGINEERING

1. Corporate limits of the City of Augusta. The City Council of the City of Augusta shall be responsible for the acceptance of installation improvements within the corporate limits of the City. The City shall designate a Kansas licensed engineer to set standards and specifications, approve engineering drawings, inspect improvements, recommend acceptance of improvements, prepare petition forms and establish the amount of surety for guaranteeing the installation of such improvements.
2. Growth Area. The Board of County Commissioners of Butler County, Kansas shall be responsible for the acceptance of installation improvements within the "Growth Area." The County Engineer has the authority for final acceptance of utilities within their jurisdiction.
3. Utilities. The utility companies shall designate an engineer as responsible for the improvements of their utility as required. The City or County Engineer has the authority for final acceptance of utilities within their jurisdiction.

701 SUBMITTAL OF IMPROVEMENT GUARANTEES OR PETITIONS

The sub-divider shall so indicate at the time the Final Plat is approved by the Governing Body if the required improvements are to be installed by Fiscal Sureties or Petitions. This does not preclude the possibility that the applicable Governing Body may, at its discretion and in recognition of its financial position, share in the cost of oversized improvements which may benefit other related areas of the jurisdiction-at-large.

1. Fiscal Sureties for Improvements. Fiscal sureties for improvements shall follow the City policy on financing public improvements.
2. Petitions for Improvements

Petitions to the Governing Body of the City of Augusta may be submitted as a means of guaranteeing to the Governing Body the authority to install improvements at such time as they deem appropriate. Petitions may be submitted only when the following conditions exist:

- 2.1. The petitions must be valid petitions as may be required by Kansas law.
- 2.2. The petitions must be provided for all public improvements for all phases of development within the subdivision and must be approved by the applicable Governing Body.
- 2.3. The initiating resolution of such improvement must be adopted by the applicable Governing Body concurrently with the petition approval or as soon thereafter as may be provided by law.
- 2.4. The initiating resolution must be recorded with the Butler County Register of Deeds after it has been adopted by the applicable Governing Body showing that the land described in the resolution will be liable in the future for special assessments for the improvements authorized.
- 2.5. A certificate signed by the petitioners, which states that petitions have been filed and approved by the Governing Body and that the property within the plat will be liable for the payment of special assessments in the future, has been submitted for recording with the Register of Deeds.
- 2.6. Petitions for future municipal services for urban developments within a City's adopted growth area must include consent to annexation. Annexation petitions will not be activated until the development is contiguous to established corporate city limits, unless approved by the County Commission.
- 2.7. To initiate the design and construction of a public improvement project as described in a specific petition and authorized by resolution approved by the Governing Body, the sub-divider shall provide an irrevocable letter of credit (LOC) in the amount of 35% of the amount authorized in the resolution.
- 2.8. With the submittal of the LOCs, the City shall initiate contracts with an engineering firm of their choice to design the infrastructure improvements and provide assistance to the City in the City's bidding process.
- 2.9. The City shall also arrange for the financing of the project through cash on hand or temporary note financing.

- 2.10. Upon completion of the project, and final acceptance by the inspector, the final project costs, including, but not limited to design engineering, construction, construction administration, inspection, legal and administration fees shall be tabulated and provided to the City Clerk.
- 2.11. Final project costs shall be included in appropriate municipal bond sale as scheduled by the City.
- 2.12. The sub-divider's LOC shall be reduced to 50% of the original amount upon the issuance of occupancy permits for 35% of the properties listed as the benefit district in the original petition.
- 2.13. The sub-divider's LOC shall be released in its entirety upon the issuance of occupancy permits for 50% of the properties listed as the benefit district in the original petition.
3. For streets and drainage in the Growth Area, pre-construction of improvements as an alternative method of guaranteeing their installation may be used if approved by the Board of County Commissioners and the County Engineer.
4. The sub-divider shall submit to the Governing Body at the time the Final Plat is approved, letters from the utility companies involved stating that arrangements have been made by the sub-divider guaranteeing the installation of their respective utilities.
5. Monuments and benchmarks shall be installed by the sub-divider before the Final Plat is recorded with the Butler County Register of Deeds.

702 FINAL IMPROVEMENT PLANS

All improvement plans shall be prepared by a Kansas licensed engineer. Engineered drawings shall be submitted in duplicate to the jurisdiction involved for review and approval.

1. Content. Engineering drawings for improvements, when required, shall contain the following information plus any additional information deemed necessary by the applicable engineer, including standardized specifications:
 - 1.1. Plans, details, specifications and cost estimates for roadway, alley, sidewalk construction; including plans, profile indicating existing topography and elevation including curb and sidewalk elevation when required, intersection control elevation and paving geometrics for each street with a typical cross section of the roadway. The profiles of grade lines shall be shown to a scale of one inch equals 100 feet horizontal, and one inch equals ten feet vertical; or to a scale approved by the applicable civil engineer.
 - 1.2. Plans, profiles, details, specifications and cost estimates of proposed storm drainage improvements.
 - 1.3. Plans, profiles, details, specifications and cost estimates of proposed water distribution systems, water supply facilities and fire hydrants.
 - 1.4. Plans, profiles, details, specifications and cost estimates of proposed sanitary sewage systems.
 - 1.5. All plans for other utilities shall be prepared by or at the direction of the utility providing the service.
2. Review. An engineer appointed by the City or County Engineer shall be responsible for determining specifications, standards and conformity of the engineered drawings to the requirements of these regulations and engineering practices. The applicable engineer shall either correct such deficiencies as found during the review or cause the design engineer to correct the deficiencies. A report shall be compiled by the applicable engineer and submitted to the applicable Governing Body.
3. Approval. The applicable Governing Body shall approve the engineering drawings, plans, specifications and standards upon recommendation of the applicable engineer.

703 CONSTRUCTION OF IMPROVEMENTS

No improvements shall be constructed nor shall any work preliminary thereto be done under a pre-construction agreement, until such time as the improvements have been approved and in compliance with all of the requirements relating to any agreement and guarantees as specified in these regulations.

1. Inspection. All improvements constructed or erected shall be subject to inspection by the applicable engineer responsible for setting and enforcing the applicable design and construction standards of the

required improvements. The cost attributable to all inspections required by these regulations shall be charged to and paid by the sub-divider or special assessments against the subdivision. The contractor installing the improvements shall make arrangements with the applicable engineer to insure all inspections are made.

2. **Inspection Procedures.** After an inspection notice is received the applicable engineer may conduct an on-site inspection to determine that the work complies with the approved engineering plans and specifications. If in the opinion of the applicable engineer, the work does not comply with the final drawings, the engineer shall have authority to order that all such work shall be terminated until such time as necessary steps are taken to correct any defects or deficiencies. Upon the correction of such defects or deficiencies, the contractor shall again notify the applicable engineer for a re-inspection.
3. **Final Inspection.** Upon completion of all improvements within the area covered by the Final Plat, the applicable engineer shall conduct a final inspection of all improvements installed. After the final inspection is made the applicable engineer shall prepare a report to the Governing Body stating that all improvements have been installed according to the design drawings and specifications and that the installed improvements meet all the requirements of these regulations. The applicable engineer shall also file a report to the Governing Body certifying that all obligations incurred in the engineering and construction of the improvement have been properly paid and settled, and prepare a report of the total costs of the improvements.

704 ACCEPTANCE OF IMPROVEMENTS

Upon the receipt of a favorable report from the applicable engineer, the Governing Body shall by resolution, or utility, by letter formally accept such improvements. The improvements shall become the property of the applicable Governing Body or utility company involved.

705 EXCEPTIONS FOR EXISTING IMPROVEMENTS

Where the proposed plat is a re-plat of an existing subdivision and no additional improvements are required, no duplication of improvements shall be required. If the improvements are not in good condition, the Governing Body may require repair, correction or replacement of such improvements.

706 REQUIRED IMPROVEMENTS

As a condition to Final Plat approval, the sub-divider of a proposed subdivision shall be responsible to install or, in cooperation with governmental bodies and utility companies, cause to be installed the following necessary facilities and improvements:

1. **Urban Developments.** All roadways, alleys, curbs, gutters, and street drainage facilities shall be installed in accordance with the standards set by the Governing Body. All urban streets shall be constructed of concrete, asphalt, or asphaltic concrete and no gravel or sanded roadways shall be constructed.
2. **Growth Area Developments.** All roadways located in the "Growth Area" shall be constructed to standard specifications as approved by the County Engineer. Lot entrances shall be as specified in the "Growth Area" regulations adopted by the Zoning Regulations of the City of Augusta.
3. **Sidewalks shall be constructed 5 feet wide as required by ADA Regulations, 4 inches thick and using 3,000 psi (minimum) concrete mix. (Ordinance No. 1643)**
 - 3.1. In general, sidewalks shall be constructed nearer to property lines rather than curb lines; except in assembly, commercial and industrial areas.
 - 3.2. Construction of sidewalks shall take place concurrently with the installation of driveways.
 - 3.3. The requirement for sidewalks may be waived where there is clearly a minimum amount of pedestrian traffic such as on the perimeter of cemeteries and parks.
 - 3.4. Sidewalks may be installed on designated local streets.
 - 3.5. Sidewalks are mandatory on all designated collector and arterial streets constructed after the effective dates of these regulations.

4. Urban Sanitary Sewer Systems. Whenever sanitary sewers are to be installed as required by these regulations, laterals, mains, and sub-mains shall be constructed at the direction of the applicable Governing Body subject to the regulations of the Kansas Department of Health and Environment. In those areas within the corporate city limits where a sanitary sewer system is not to be installed within a reasonable time, private sewer systems may be installed according to these regulations and the International Private Sewer Disposal Code.
5. Growth Area Sanitary Sewer Systems. All sanitary sewer systems installed in the "Growth Area" shall comply with the "Growth Area" provisions in the zoning regulations, and shall be constructed to standard specifications as approved by the County Engineer and the Kansas Department of Health and Environment.
6. Urban Water Distribution Systems. Whenever a public water distribution system is required by these regulations, said system shall be designed and constructed according to the specifications of the city engineer and the Kansas Department of Health and Environment.
7. Growth Area Water Distribution Systems. Whenever five or more lots with each lot containing less than 10 acres, a public water distribution system is required. (Ordinance 1643) Said water distribution systems, where required, shall be designed according to the specifications of the County Engineer and the Kansas Department of Health and Environment. Individual water systems shall comply with the regulations established by the Bi-County Health Department.
8. Fire Hydrants. Fire hydrants shall be installed according to the standards of the applicable Fire Chief, but not less than the minimum standards of the National Board of Fire Underwriters.
9. Storm Drainage System. A storm drainage system shall be constructed, separate and independent of the sanitary sewer system, meeting all of the specifications of the Governing Body and applicable engineer. The storm drainage system shall be connected to any existing storm sewer system discharging into the nearest major water channel. A Master Drainage Plan shall be designed for all subdivisions according to these regulations.
10. Electrical Distribution Systems. Underground wiring for electric power, street lights, telephone and other cable systems shall be mandatory within the City and encouraged in the Growth Area.
11. If landscaping is required, a landscaping plan shall be submitted and the landscaping installed.
12. Street signs shall be approved by the applicable Governing Body.
13. Monuments shall be placed at all block corners, angle points, points of curves in streets, and all intermediate points as shall be required by the Planning Commission. Monuments shall be made of iron rebar not less than 5/8 inch in outside diameter and not less than 18 inches in length. All monuments shall be securely placed and set in such a manner that the top of the monument shall be at ground level. All monuments shall include a plastic cap that identifies the surveyor or surveyor's firm responsible for setting the monument. Benchmarks may also be required of such material, size, and length as may be approved by the Planning Commission.
14. Relocation of Existing Facilities. Whenever existing facilities or utilities, known or unknown, are required to be relocated due to the required improvements, the costs of such relocations shall be the responsibility of the sub-divider and/or jurisdiction if the improvements are being installed by petition as special assessments.
15. Where required, measures will be taken during construction to minimize soil erosion and sedimentation by wind or water. Conservation standards shall be adhered to which have been adopted by the County Conservation District.
16. Off-site Improvements. For all subdivisions, the sub-divider shall guarantee any off-site improvements determined by the Planning Commission to be necessary for the development of the proposed subdivision. Such off-site improvements may include, but are not limited to, construction of accel/decel lanes or other widenings of existing street pavement, installation of street intersection signalization and/or channelization, street construction, installation of drainage channels or swales and the extension of municipal water, storm sewer or sanitary sewer lines.

17. **Street Lighting.** For new residential streets in all urban-scale plats located within the City of Augusta and in the Growth Area, street lights shall be installed at each intersection. Mid-block lights shall be installed if the distance between intersections exceeds one thousand feet or as necessary to enhance traffic safety on curvilinear streets. A street light shall be installed in those cul-de-sacs exceeding five hundred feet in length or as necessary to enhance traffic safety on curvilinear cul-de-sacs. All street lights in new residential areas shall be served underground.
18. **Exceptions for Existing Improvements.** When a proposed subdivision is for an area presently having some of the required improvements set out in these regulations, and where the existing improvements meet the minimum requirements of these regulations and are in good condition as determined by the appropriate engineer, the sub-divider shall not be required to guarantee installation of duplicate improvements. However, if existing improvements do not meet the requirements of these regulations or are not in good condition, the sub-divider shall guarantee the repair, correction, or replacement of the existing improvements.

707 BUILDING CONTRACTORS

The building permit process shall include the following:

1. Prior to the issuance of a building permit and the start of construction, the builder will develop an individual Lot Grading Plan consistent with the Master Drainage Plan. The Lot Grading Plan will show the following:
 - 1.1. Boundary of lot with setbacks and easements;
 - 1.2. The house "footprint;"
 - 1.3. Street curb with top of curb elevations along lot;
 - 1.4. Swale and drainage appurtenance locations and elevations of high and low points within lot, where applicable;
 - 1.5. Foundation wall/slab floor elevation;
 - 1.6. Garage floor elevation;
 - 1.7. House opening elevation if below foundation; and
 - 1.8. Arrows showing direction of all lot drainage. Location and elevation of drainage swales. Location and elevations of high and low points within lot that are not mentioned above.
2. Prior to issuance of a building permit and the start of construction, the builder shall have an initial lot survey conducted. This survey shall consist of the following:
 - 2.1. All lot corners are to be set and/or checked;
 - 2.2. Controlling elevations shall be checked for compliance with Lot Grading Plan. This will include top or curb, drainage swales, appurtenances and relevant lot corners;
 - 2.3. Set 2 benchmarks at lot or cut/fill stakes for builder/inspector use;
 - 2.4. Provide plat or survey to builder showing the above information certified by a registered land surveyor; and
 - 2.5. After an acceptable Lot Grading Plan and the initial lot survey have been received, the Building Inspector will issue a building permit. In the event the survey is substantially different from the Master Drainage Plan, the builder shall prepare a new Lot Grading Plan and have the Master Drainage Plan revised.
3. **Foundation Survey** – After the foundation/slab is constructed, a registered land surveyor shall check the elevation of the foundation/slab and furnish a certificate of actual elevation to the builder and the Building Inspector.
4. **Framing Permit** – Foundation/slab elevation certificate will be checked for compliance with the Lot Grading Plan. A framing permit will be issued by the Building Inspector upon substantial compliance with the Lot Grading Plan.

5. "As-Built Survey" – After completion of the house and all landscaping, an "As-Built Survey" will be performed. The plat of survey will show the actual elevations of all points shown on the Lot Drainage Plan. This survey will be signed by a registered land surveyor. A copy of the "As-Built Survey" shall be provided to the Building Inspector.
6. Occupancy Permit – The Building Inspector will check "As-Built Survey" for compliance with the Lot Grading Plan and issue an Occupancy Permit upon substantial compliance.