



AGENDA ITEM #: 5

MEMORANDUM

TO: Metropolitan Planning Commission
FROM: Buz Johnson, Deputy Director
DATE: Thursday, June 01, 2006
SUBJECT: Amendment to the Minimum Subdivision Regulations dealing with the required copies for plat certification
5-A-06-OA

STAFF RECOMMENDATION:

APPROVE the amendments

BACKGROUND:

The staff has prepared these amendments to the Minimum Subdivision Regulations to address two issues regarding the review and certification of subdivision plats for recording. One change will allow the Register of Deeds to determine the material that will be used for the copy that the MPC staff will certify for recording. Allowing the Register of the Deeds to make this determination will ensure that each plat presented for recording will be of the highest quality possible for purposes of legibility and consistency for their record maintenance system.

The second change will allow plats to be drawn at scales larger than what is now required by the regulations. Currently, the required scale is one hundred (100) feet to the inch. The proposed change will allow the Secretary to the Planning Commission to approve a plat drawn at a scale larger than 100 feet to the inch under special circumstances, as long as any required plat information is legible.

PROPOSED AMENDMENTS TO THE *MINIMUM SUBDIVISION REGULATIONS REGARDING THE TYPE OF COPY TO BE RECORDED BY THE REGISTER OF DEEDS*

Language to be deleted is ~~struck through~~, while language to be added is in ***bold, italic print***.

44-70 Certification for Recording. Within twelve months....(no change to this paragraph)

44-70.01 Copy to be Recorded. One (1) copy ~~mounted on Mylar~~ to be recorded in the office of the Knox County Register of Deeds. ***Such copy shall be on paper, mylar or other medium suitable to and approved by the Register of Deeds.***

(no changes to the remainder of **44-70**)

44-82 Scale. The Final Plat shall be drawn to a scale of one hundred (100) feet or less to the inch. ***Under special circumstances, the plat may be drawn at a larger scale with the approval of the Secretary of the Planning Commission and so long as the information required to be placed on the plat is legible.***

44-87 Copy to be Recorded – Reproducible Official Copy. ~~Two (2) copies~~ ***One (1) copy*** on Mylar, plus additional copies for distribution as prescribed in Section 44-70 of these regulations, shall be submitted at the time of the certification for recording.

RELATED CHANGE TO THE *ADMINISTRATIVE RULES AND PROCEDURES*

SECTION 3 – FINAL PLAT APPLICATIONS

E. Certification and Distribution – Upon approval of a Final Plat....(no change in this paragraph)

1. Certify a ~~Mylar~~ ***paper*** copy for recording.

(no changes to the remainder of **SECTION 3**)