

**AN ORDINANCE TO AMEND THE SUBDIVISION ORDINANCE
FOR ADOPTION OF
AS-BUILT DRAWINGS AND COMPLETION ASSURANCES
ORDINANCE NO. 2008-04**

WHEREAS, the Mayor and Council is the governing body in and for the Town of Boonsboro, a municipal corporation of the State of Maryland; and

WHEREAS, a Land Subdivision Ordinance was adopted by The Mayor and Council of Boonsboro on the 7th day of July, 1975, to establish regulation governing the subdivision of land within the Town of Boonsboro and providing for the administration and enforcement thereof, and

WHEREAS, the Town desires to protect, maintain, and enhance the public safety and general welfare by establishing requirements and procedures for submission to the Planning Commission of certain drawings of completed improvements and infrastructure within The Town of Boonsboro as well as the assurance that sufficient funds are available for the completion of such improvements, and

WHEREAS, The Mayor and Council of Boonsboro held a duly advertised public hearing with respect to this amendment to the Land Subdivision Ordinance;

NOW, THEREFORE, BE IT ENACTED AND ORDAINED by the Mayor and Council of Boonsboro as follows:

ARTICLE 2 AMENDMENT: The following provision is added to the existing text of Article 2: Definitions.

Section 240 As-Built Survey

A design drawing certified by a Maryland licensed engineer or surveyor, depicting actual locations of facilities where that location differs from than the original drawing submitted

ARTICLE 8 AMENDMENT: The following provisions are added to the existing text of Article 8: Improvement Specification Regulations:

Section 806. As-Built Survey Requirements

In order to provide the Town with accurate data for maintenance and archive purposes, the developers of all major projects that include new utilities and infrastructure shall complete and submit an "As-built Certification Package" as provided in Sections 806.1 and 806.2 prior to the release of any posted sureties for the said project and acceptance of dedication by the Town.

Section 806.1.

The As-Built Survey shall include the following general information:

- A. A complete set of Contractor kept plans with pertinent information from Section 806.2. The Contractor shall place a check (✓) where work has been done per plan or strikeout and mark in corresponding color the changes that occurred or additional information required per Section 806.2, including but not limited to sub-surface items to be depicted as follows:
 - a. Red - Roadway, Storm Drainage, and miscellaneous.
 - b. Blue - Water
 - c. Green - Sanitary Sewer
 - d. Other colors as deemed necessary to clarify drawings.
- B. A set of originally approved Proposed Plan Views, Profiles, and cross-section plans grayed out or lightened and the survey As-built information for the surface conditions provided in red. All pertinent surface information required under Section 806.2 shall be provided. These drawings shall have the Surveyor's Certification affixed thereto including the title "AS-BUILT DRAWING DATED 00/00/00" and the name, address, and phone number, if not the same as the proposed drawing set, all red in color. New sheets should only be provided which pertain to the required As-built information, including all detail and note sheets, and shall be signed by a licensed Surveyor.
- C. Proposed cut sheets of the sewer per the proposed layout, with changes marked in green per As-built.
- D. Engineer's Certification Letter certifying that all information is in compliance with the approved drawing set, as amended, and within acceptable tolerances. This shall be signed by a licensed Engineer.
- E. Submit one (1) copy on Bond or Vellum paper, one (1) paper copy, and one complete set provided in digital .pdf file format.

Section 806.2.

The following pertinent information shall be provided relating to the type of infrastructure:

806.2.1 Water

- i. Any changes to size, material, and vertical or horizontal alignment of mains,
- ii. Length, size of pipe, and type of material between major appurtenances and fittings, using an arrow to indicate the reach of pipe length notation when space is limited.
- iii. Locations of all water main fittings and appurtenances (valves, fire hydrants, water meter pits, curb stops, blow offs, etc.);
- iv. Note all tees, crosses, reducers, bends, and with distance to nearest water surface feature, noting bends as horizontal, vertical or obtuse;
- v. The offset dimension from the main to a centerline of right-of-way line or baseline of survey or its distance from the edge of the utility easement;
- vi. The sizes and types of valves and fittings used (Example: 8"x6" cross);
- vii. Finished grade and top of valve operating "nut" elevations (or depth) of each valve; and

- viii. Stationing and alignment of any existing utilities the main crosses at the time of installation.

806.2.2 Sanitary Sewer

- i. Any changes to size, material, and vertical or horizontal alignment of mains, including between all fittings;
- ii. Length, size, and material of pipe;
- iii. Slope of gravity sewer mains between each pair of manholes (Example: 400'-8" PVC at 0.40%), using an arrow to indicate the reach of pipe length notation when space is limited;
- iv. Changes to manhole numbers, stationing, size, rim, and invert elevations;
- v. Locations of all sanitary sewer main appurtenances (manholes, clean-outs, etc.); manholes shall be shown with the actual center of the manhole shown and the manhole lid shown oriented to it;
- vi. Sewer laterals labeled with its distance to the centerline of the immediate down-flow manhole along the sewer main;
- vii. The top (rim) manhole elevation and invert of each manhole, and inverts of clean-outs;
- viii. Stationing and alignment of any existing utilities the main crosses, including location and manner of attachment to the existing utility;
- ix. The size and type of all valves (plug, gate, air release, etc.);
- x. Lift stations information and top and invert elevations; and
- xi. Manholes, cleanouts, and lift stations shall be large enough to be easily viewed on drawing.

806.2.3 Storm Sewer/Detention Basin

- i. Identify on plan any changes to main size, slope and material of pipe, class of pipe, deflections, offset of main and location of laterals at property lines (also stationing of wyes from manholes if lateral is not perpendicular to the main);
- ii. Note the size and type of inlets and structures;
- iii. Provide inlet and pipe invert elevations on inlet structures;
- iv. Lengths, inverts, rim elevations, pipe material, and percent grades;
- v. Note the top of weir wall elevations on outfall structures;
- vi. Draw flow direction arrows, including direction of flow on pavement;
- vii. Finished side slope elevations and the top and bottom elevation of ponds;
- viii. Locations of all storm sewer main appurtenances; and
- ix. Stationing and alignment of any existing utilities the main crosses at the time of installation.

806.2.4 Streets

- i. All changes in pavement structural sections and the limits of change identified by street stationing;
- ii. Crown of road, and edge of lane and shoulder elevations; and

- iii. Dates of when the street was paved and the date the street was sealed.

806.2.5 Miscellaneous Utilities

- i. Locations of all electrical and telecommunications appurtenances if visible or installed (e.g., hand boxes, transformers, light poles, etc.).

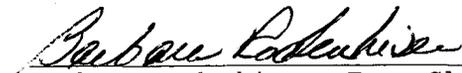
ARTICLE 9 AMENDMENT: The following provisions are added to the existing text of Article 9: Improvement Guarantees, with new text in **BOLD CAPITAL LETTERS** and changes are [underlined brackets]:

901.1 To [assure the Town] **ENSURE** that the subdivider will install at [his] **ITS** own expense all improvements mentioned in Section 900.21 above as required by the Planning Commission in strict accordance with the **APPROVED** final plat[s, as finally approved], and with the standards, regulations, and specifications of [the Town] **THIS ORDINANCE AND THE OTHER ORDINANCES, REGULATIONS AND REQUIREMENTS OF THE TOWN**, and that said improvements will be maintained by the owner until accepted by the Town, the owner shall furnish to the Town cash, bond **OR LETTERS OF CREDIT**, with such surety as the Town Council shall approve in an amount sufficient to cover the cost **WITH TEN PERCENT (10%) INCLUDED FOR INFLATION**, as estimated **BY THE SUBDIVIDER'S ENGINEER AND APPROVED BY** the Town Engineer, of the construction and installation of the aforesaid improvements, until the same shall be accepted by the Town.

The effective date of this Ordinance shall be twenty (20) days from the adoption date.

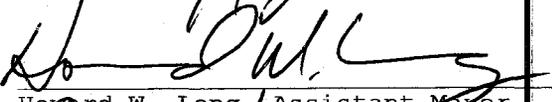
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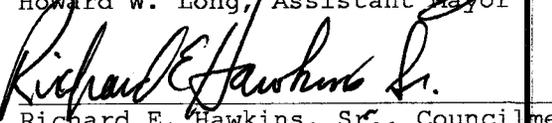
THE MAYOR AND COUNCIL OF BOONSBORO


Barbara Rodenhiser, Town Clerk

BY:

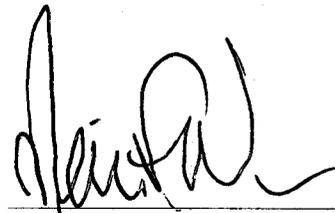

Charles F. Kaufman, Jr., Mayor


Howard W. Long, Assistant Mayor


Richard E. Hawkins, Sr., Councilmember


Kevin M. Chambers, Councilmember


Natalie J. Mose, Councilmember



Mervin Frank Nuice, Councilmember



Barbara B. Wetzel, Councilmember

Date of Introduction: July 7, 2008

Date of Adoption: AUGUST 4, 2008

Effective Date: AUGUST 24, 2008