

# ***NEIGHBORHOOD IMPROVEMENT DISTRICT PROGRAM***

## **Mission Statement**

The goal of this program is to assist residents of St. Charles County improve their quality of life through the extension of public facilities or services, such as, streets, sewers, sidewalks, etc. This is accomplished through a cooperative effort between the County and residents within a proposed district.

## **Background**

The Neighborhood Improvement District Act, Sections 67.453 through 67.475, RSMo was adopted by the Missouri General Assembly in 1990 for the purpose of stimulating development of public improvements that in turn will stimulate private development. The act provides a method by which political subdivisions of the State may issue general obligation bonds upon a petition or vote of the residents within an area known as a neighborhood improvement district, which would be benefited by the public improvements and would be specially assessed to reimburse the political subdivision for its costs.

## **General Steps**

A Neighborhood Improvement District is formed as a cooperative effort between the County and residents within a proposed district. The County's role is to coordinate efforts and provide engineering, inspection, and financial support. Communities that utilize this program are given the opportunity to pay for the improvement as either a lump sum or through special assessments, which can be financed for 10 or 20 years. The following provides a summary of the steps required.

- Define project scope and boundaries of the proposed district
- Determine approximate cost
- Circulate petition (2/3 support required for an election, 100% support election not required)
- Election, if required (either 4/7 or 2/3 support required based on election)
- County ordinance enacted to establish the district boundaries, order preparation of plans and specifications, and that a public hearing be held.
- Public Hearing
- County ordinance enacted to accept plans and specifications, set forth a proposed assessment roll, order improvements, and authorize interim financing.
- Advertise for construction proposals
- Proposals received and approved by County Council
- Construction
- County resolution enacted that orders a special assessment.

2. Curb marks. Curbs shall be permanently marked at the beginning and end of all curves and at the prolongation of all lot sidelines.

**SECTION 410.405: MINIMUM PUBLIC STANDARDS FOR EXISTING SUBDIVISIONS UPGRADING THEIR PRIVATE STREET AND STORM SEWER IMPROVEMENTS FOR DEDICATION TO AND MAINTENANCE BY THE PUBLIC\*<sup>1</sup>**

- A. **Applicability.** These standards shall apply only to subdivisions that were platted prior to November 3, 2003, that have lots of one (1) acre or larger in size, and whose lot owners seek to upgrade their privately maintained streets and storm sewer improvements for dedication to and maintenance by the public.\*<sup>1</sup>
- B. **Right-of-Way Width.** Forty-two (42) feet.\*<sup>1</sup>
- C. **Pavement Width.\*<sup>1</sup>**
  1. Minimum of twenty (20) feet in subdivisions with lot sizes of three (3) acres or larger.\*<sup>1</sup>
  2. Minimum of twenty-four (24) feet in subdivisions with lot sizes of one (1) to three (3) acres.\*<sup>1</sup>
- D. **Cul-de-Sac Requirements.** Turnarounds shall have a minimum pavement radius of forty (40) feet and a minimum right-of-way radius of forty-eight (48) feet.\*<sup>1</sup>
- E. **Pavement Requirements.\*<sup>1</sup>**

Minimum standards are as follows: \*<sup>1</sup>

1. 5.5 inches of asphalt on 6" of rock on prepared earth subgrade.\*<sup>1</sup>
2. 6.5 inches of asphalt on 3" of rock on prepared earth subgrade.\*<sup>1</sup>
3. 7.5 inches of asphalt on prepared earth subgrade.\*<sup>1</sup>
4. If a substitute pavement section is proposed, an engineering analysis must be provided showing the substituted section meets or exceeds the structural strength and durability of the sections listed above.\*<sup>1</sup>
5. Any rock base shall extend beyond the edge of the asphalt pavement by six (6) inches on both sides for a total width of twenty-one (21) feet or twenty-five (25) feet, respectively, in accordance with pavement widths noted in Section "C" above.\*<sup>1</sup>

6. Compacted material shall be placed against the edge of the asphalt pavement. This material shall at a minimum match the thickness of the pavement and have a minimum width of 6 inches.\*<sup>1</sup>
- F. Street Grade.** Street grades shall match the existing grades. Where grades are less than 1% and greater than 12%, every effort should be made to meet the 1% minimum and 12% maximum criteria.\*<sup>1</sup>
- G. Storm Sewers.** Corrugated metal pipe may be used to drain storm water under streets or driveways provided that the gauge of the pipe meets the following minimum standards: \*<sup>1</sup>
1. Pipes twelve (12) inches to thirty (30) inches in diameter must be 14 gauge.\*<sup>1</sup>
  2. Pipes with diameters from greater than thirty (30) inches to forty-eight (48) inches must be 12 gauge.\*<sup>1</sup>
  3. Pipes with diameters greater than forty-eight (48) inches must be 10 gauge.\*<sup>1</sup>
- H. Roadside Ditches.** Roadside ditches shall be cut to fit within the right-of-way or within a permanent drainage easement that will be dedicated to St. Charles County. The ditch slope shall begin a minimum of six (6) inches off the edge of the pavement, and shall not exceed 3:1. The flow line shall be a minimum of three and a half (3.5) feet from the edge of the pavement. The back slope shall be graded to match the existing grade, however, it shall not exceed 1:1.\*<sup>1</sup>

#### **SECTION 410.410: PUBLIC STORM SEWERS AND OTHER DRAIN APPURTENANCES**

- A.** In addition to the installation of curbs and gutters along the streets as required by this Chapter, storm sewers shall be required. Such systems will be equipped with adequate curb and yard basins, inlets and outlets, and shall be designed in accordance to St. Charles County's "Design Criteria for the Preparation of Improvement Plans", as issued by the St. Charles County Highway Department in February, 2002, or as amended thereafter and constructed in accordance to the Metropolitan St. Louis Sewer District's "Standard Construction Specifications for Sewers and Drainage Facilities," dated 2000. The stormwater drainage system shall be separate and independent of the sanitary sewer system. The plans and specifications for the disposing of stormwater shall be approved by the Director of the Division of Development Review.\*<sup>24</sup>
- B.** Detention/retention basins are required in accordance with Section 50.80 of St. Charles County's "Design Criteria for the Preparation of Improvement Plans" as issued by the St. Charles County Highway Department in February, 2002, or as amended thereafter. When required, stormwater shall be detained and released at a rate not to exceed the release rate from the site under the existing (pre-developed) conditions for the 2-year and 10-year, 24 hour or the 2-year and 15-year, 20 minute design storm events. Detention/retention basins must be located in common ground that is not located in the