



## SUBDIVISION CLOSE-OUT DOCUMENT REQUIREMENTS

<b>Project Name:</b>	<b>Permit #</b>
<b>Consultant/Contact:</b>	

<b>Items Required for a Provisional Acceptance of Utilities</b>	
<b>Description</b>	<b>No. Required</b>
A Construction Bond is required for the recording of the subdivision plat. This Bond shall be held for the project completion.	1
Certified Test Reports for each Backflow Device.	2 each
Certification Letter with quantities and costs of publicly maintained infrastructure and work completed within the Right of Way.	2
Red-line drawings showing any field changes to the city maintained infrastructure	2
Site Final punch list complete.	1
Utility Warranty Bond (Equal to 10% of Public Infrastructure)	1
Application for the Provisional Acceptance of Site Work	1
Owner's Occupancy Agreement	1

<b>Items Required for Return of Construction Bond</b>	
<b>Description</b>	<b>No. Required</b>
Ink-on-Mylar As-built Record Drawings	1
CD or thumb drive of As-built Record Drawings in AutoCAD 2000 compatible format	3
Copy of most recent Recorded property plat with courthouse stamp	1