



SUBDIVISION CLOSE-OUT DOCUMENT REQUIREMENTS

Project Name:	Permit #
Consultant/Contact:	

Items Required for a Provisional Acceptance of Utilities	
Description	No. Required
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

Items Required for Return of Construction Bond	
Description	No. Required
Ink-on-Mylar As-built Record Drawings	3
Diskettes of As-built Record Drawings in AutoCAD 2000 compatible format	3
Copy of most recent Recorded property plat with courthouse stamp	3