

SUBMITTAL CHECKLIST

(Final plats, developments with public roads or downstream drainage course to be dedicated and improved as a county drain, and private developments that wish to be established as a county drainage district).

DEVELOPMENT NAME: _____ DEVELOPER: _____

LOCATION: _____ ENGINEER: _____

Initial Reviews

Date(s) Completed

1. Preliminary plat (including site plan, grading & drainage plan, and engineering calculations) and review fees:

Submitted

Approved

2. Construction drawings:

Submitted

Approved

Prior to Construction

3. Evidence of contractor's insurance coverage.
4. Construction contract information.
5. Soil erosion and sedimentation control permit (Part 91 Act 451, P.A. 1994); NPDES storm water Notice of Coverage for over 5 acres disturbed.
6. Inspection deposit paid.
7. Recordable rights-of-way for downstream properties, or "flooding" easement agreement submitted.
8. Certification of adequacy of existing receiving drains/ no net increase in storm water.

- Or -

Approval has been given for any improvements required to existing county drains.

Prior to Final Plat Approval

Date(s) Completed

9. Certification that county drains and storm water system have been improved in accordance with approved construction drawings (same as item No. 17).

- Or -

The proprietor has entered into an agreement with the Drain Commissioner and has posted surety for faithful performance of the agreement.

10. Recordable release of rights-of-way within the plat provided in the name of the drainage district.

11. 425 Application and legal descriptions submitted.

- Or -

A drainage district has been established (adjusted). 433 Agreement and legal descriptions submitted.

- Or -

A letter of commitment from the local municipality, governmental agency, or association has been executed.

12. Maintenance fee submitted (per Sections 425 and 433).

13. Maintenance plan submitted (for private developments).

14. Copies of restrictive covenants (if any).

15. Guarantee for repairs (repair bond) of any defects in the work for a period of one year.

Upon Completion of Construction

16. Construction record drawings.

17. Certification that county drains and storm water system have been improved in accordance with approved construction drawings (same as item No. 9).

18. Release of surety (posted per item No. 9).

One Year After Final Completion of Construction

19. Evidence of recorded easements and deed restrictions.

20. Return repair bond.
