

COMPLETION OF REQUIRED IMPROVEMENTS CHECKLIST

The following items **must** be submitted to Land Development Division as a **complete package** for approval prior to this office authorizing a final field review by Construction Coordination Division. The submittal shall include this form as a cover page and be accompanied by a digital copy (pdf) of all files.

Plat Name: _____

Land Development Permit No.: _____

Please initial next to each of the items to be submitted and mark N/A if not applicable.

- _____ A. The signed and sealed Engineer's Certification of Completion (Form 11.A.9-15*, Article 11.B.5.F.4 of ULDC);
- _____ B. One (1) set of record drawings on a CD showing the original design and the as-built data, plus two (2) sets of record drawing prints, signed and sealed. Record drawings should include all construction plans with required improvements including the following:
 - _____ 1. Paving and Drainage Plans, (including GPS coordinates for the stormwater control structures and outfall structures);
 - _____ 2. Water and Sewer Plans;
 - _____ 3. Lake slope as-builts in cross-section format at 100 foot intervals showing **both** the as-built slope and proposed slope, including the as-built slope ratio (4:1, etc. where the two lines are not similar); and/or if they apply,
 - _____ 4. Additional construction sets including Bridge Designs, Lake Excavation Plans, etc.
- _____ C. A copy of all test results;
- _____ D. A copy of the Health Department's release for use of sewer and water systems;
- _____ E. The fully executed Developer's Warranty on Workmanship and Material (Form 11A.9-16*, Article 11.B.5.G.1 of ULDC);
- _____ F. Approval from the applicable Water Control District of the completed drainage connection to District facilities;
- _____ G. A recorded affidavit from the Surveyor of Record that all P.C.P.s, and all Monuments required by Sec. 177.091(9), F.S., have been set according to the plat; and
- _____ H. A copy of the recorded property owners' association documents applicable to the project, as approved by the County Attorney's Office.
- _____ I. Registered Landscape Architect's certification of installation of street trees per approved plans (if applicable).

*This form can be found online at [Engineering and Public Works - PlattingForms \(pbcgov.org\)](http://pbcgov.org).

Note that additional items may be required due to Zoning conditions or other special requirements applicable to a specific project.

By signing below, I acknowledge that all the items, as initialed above, are complete and included in this Completion of Required Improvements Submittal Package.

Sign

Date

Print