

SUBDIVISION CHECKLIST



- Subdivision Grading Agreement Executed (Grading Plans signed)
- Road Improvement Agreement (RIA)
- Agreement to Make Subdivision Improvements (SIA)

PRIOR TO CONSTRUCTION ITEMS 1 – 8 MUST BE COMPLETED

- 1. Cost estimate approved
- 2. Inspection fee paid
- 3. Fugitive Dust Plan (FDP) approved by Air Quality Control District (AQMD).
- 4. Report on serpentine/asbestos - Registered Geologist
- 5. Wet weather winterization & Storm Water Pollution Prevention Plan (SWPPP) / Erosion Control Plan
- 6. F & G Stream Alteration/Corps Permits
- 7. Plans approved
- 8. Pre-job Meeting (**Regional Water Quality Control Staff should be invited to this meeting**)

PRIOR TO BOARD OF SUPERVISORS ACCEPTANCE

- Record Drawing (CD) with utility composite and Landscaping Plan submitted and approved
- Comcast acceptance
- EID acceptance
- PG&E acceptance
- RCD acceptance
- SBC acceptance
- Maintenance Division/Traffic Unit acceptance**
- Civil Engineers Lot Grading Certification
- Civil Engineers Retaining Wall Certification
- Geotechnical Engineers Certification for Lot Earthwork (Soils & Compaction Certification)
- Geotechnical Engineers Certification for Retaining Walls
- AQMD Certification of submittal of all test results, Reports and locations of asbestiform-containing soil
- Street grading checked for being within right-of-way or slope easements
- Drainage and Utilities facilities checked for being within easements
- Drainage Walk-thru with Zone of Benefits Maintenance (Brian Mullens- Maintenance Division)
- Mark on copy of final map the roads to be accepted into the County Maintained System.
- Punch list completed
- Tentative Map Conditions checked
- Landscaping and Wall Acceptance - separate CSD/Homeowners Agreement/Bonding or Homeowners Acceptance Required
- Inspection fees paid in full
- Acceptable post-construction BMPs in place and Post-Construction Maintenance Plan (see Storm Water Group)
- Submit Daily Report to Principal Engineering Technician noting completion of final subdivision inspection