

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