



## Subdivision Checklist

**Project:** \_\_\_\_\_

**Per the Town of Mooresville Zoning Ordinance General Provisions the following items must be completed and approved before subdivision plats can be signed, on a plat-by-plat basis.**

### INITIAL

- \_\_\_\_\_ All sewer located within the rights-of-way or dedicated easements has been installed (from the tap up to and including the cleanout).
- \_\_\_\_\_ All water lines within the rights-of-way or dedicated easements, up to and including the meter box and backflow preventer, if applicable, have been installed.
- \_\_\_\_\_ All fire hydrants have been installed.
- \_\_\_\_\_ All driveway aprons have been installed.
- \_\_\_\_\_ All storm drainage has been installed.
- \_\_\_\_\_ All water quality and retention features have been installed.
- \_\_\_\_\_ All roads have been paved with the exception of the final lift of asphalt.
- \_\_\_\_\_ Copies of all test results have been forwarded to the Town's Inspector (including but not limited to water, sewer, proof rolls, concrete tests, etc).
- \_\_\_\_\_ Final approval for water and sewer extensions has been granted from Public Water Supply and Division of Water Quality, respectively.
- \_\_\_\_\_ The signage plan has been submitted by the Engineer of Record (if applicable).

- \_\_\_\_\_ Two (2) bond copies of the record drawings has been submitted to the Town's Inspectors.
- \_\_\_\_\_ The developer has submitted the Request for Final Inspection Form and the PE Certification Form.
- \_\_\_\_\_ The Town has performed an inspection for services to create a punch list.
- \_\_\_\_\_ The Town has sent the punch list to the developer.
- \_\_\_\_\_ The punch list has been completed by the developer.
- \_\_\_\_\_ The developer has submitted a second Request for Final Inspection Form.
- \_\_\_\_\_ The Town has performed an inspection to verify the completion of the punch list.
- \_\_\_\_\_ All applicable Bond(s) and/or Letter(s) of Credit have been put in place with the Town.
- \_\_\_\_\_ The signage plan has been approved by the Town.
- \_\_\_\_\_ The signage plan has been paid for in full to the Town. Signs are installed by the Town and must be in place for emergency response. Allow four weeks from payment to installation.
- \_\_\_\_\_ The record drawings have been approved by the Town.
- \_\_\_\_\_ The final copies of the record drawings, mylars and electronic copies, have been submitted to the Town.
- \_\_\_\_\_ Any NCDOT requirements have been met. (Note: Some requirements may be tied to the Certificate of Occupancy rather than the final plat.)