

PRECONSTRUCTION MEETING CHECKLIST

Project:	
	Planning Commission Approval
	Council Approval (Subdivisions)
	Development Agreement (Subdivisions)
	Performance Bond (All infrastructure or public works)
	NOI Received
	PTIs Received (Water and Sanitary)
	SWP3 Inspector Identified (Ord. 1173.09)
	SWP3 Bond (1173.11)
	Stormwater Maintenance Bond (Ord. 1175.15)
	Inspection Deposit Paid (\$5,000)
	Right of Way/Road Opening Permit
	Easements/Work Agreement Acquired
	Deliverables:
	Plans Approved by City Engineer and Distributed (6 Sets)
	SWP3 Binder (2 Copies)
	Scanned Plans in PDF Format
	DWG CAD File
	Hydraflow File
	City use:
	Conference Room Reserved
	Water Department notified
	Inspection Department notified
	Service Director notified
	Agenda, Sign-in Sheet, and Directory