



## INFORMATION REQUIRED FOR STREET ACCEPTANCE

Development: \_\_\_\_\_

Streets to be accepted: \_\_\_\_\_

### ***Required Information:***

- Letter Requesting Acceptance \_\_\_\_\_
- Final Plat, 1 full 18"x 24" size mylar, 8 blue or black, lines, copies 18"x 24", and 1 reduced 8 ½ x 11 (after first review) \_\_\_\_\_
- 18-month Maintenance Bond or Letter of Credit (20% of the total cost of improvements required by the development – storm sewer, sanitary sewer, water, underground electrical, base & paving, curb & gutter, and sidewalks \_\_\_\_\_
- 2-year Performance Bond or Letter of Credit (100%) for Top Layer of Asphalt if not Completed \_\_\_\_\_
- Legal Paper Work, including Quit Claim Deed(s) of Release, Warranty Deed, Title Opinion (in favor of the City of West Point) and Electronic PT-61 Form (required for all deeds that transfer title of property) \_\_\_\_\_
- Street lights must be installed \_\_\_\_\_
- Silt fence shall be installed along all public streets at back of curb. \_\_\_\_\_
- Inspections by Director of Public Works and Planning Director \_\_\_\_\_

Request for street acceptance shall be submitted to the Planning and Zoning Department at the same time the Final Plat is submitted for approval. The applicant is required to call the Planning Department to schedule an inspection. All improvements are required to be complete prior to scheduling an inspection. Once the Final Plat is approved by the Planning and Zoning Department and the Public Works Director has inspected and approved the infrastructure for the streets, staff will transmit the street acceptance on the next available City Council agenda. City Council meets the 2<sup>nd</sup> Monday of each month. For additional information, please call the Planning and Zoning Department at (706) 645-3534.