

**NOBLESVILLE ENGINEERING DEPARTMENT
PERMIT AND INSPECTION FEES EFFECTIVE AUGUST 1, 2021**

COLLECTED DURING PROJECT DEVELOPMENT PROCESS

PLAN REVIEW FEES

Collected by by Planning with the TAC submittal and application

Number of Sheets	Review Fee
5 or less	\$500
6	\$765
7	\$930
8	\$1,085
9	\$1,260
10 to 20	\$1,325
21 to 40	\$1,590
41 to 60	\$1,855
61 to 80	\$2,120

A portion of the above stated fee covers the review by MS4. Review fee includes initial review and two revisions. An additional charge of \$265 per revision will be charged for each revision beyond the second. For example, the initial TAC review, first resubmittal, and second resubmittal are included as part of the original fee. The third resubmittal and any subsequent resubmittals will be charged \$265 each per resubmittal.

COLLECTED DURING IMPROVEMENT LOCATION PERMIT PROCESS

General Construction Inspection - Fee Schedule Below

Collected by Planning prior to issuance of Improvement Location Permit (ILP/LOCP) or Building Permit

<u>Infrastructure Type</u>	<u>Unit Rate</u>	<u>Minimum Fee</u>
Streets (includes curbs, signs, trees, trail, drive approaches, and sidewalk)	\$ 0.50 /ft (centerline)	\$ 250.00
Sanitary Sewer (includes daily observations and testing)	\$ 1.00 /ft	\$ 500.00
Storm Sewer (RCP >=12" dia., includes daily observations and testing)	\$ 0.50 /ft	\$ 250.00
Erosion Control	\$ 25.00 /acre	\$ 100.00

COLLECTED DURING BUILDING PERMIT PROCESS

SANITARY SEWER (Calculated by Engineering and collected by Planning with the building permit)

Fees are calculated based on number of EDUs (Equivalent Dwelling Unit) \$5,600 per EDU

Residential	\$5,600	
	Developer pays \$2,100 per EDU prior to secondary plat recording	
	Builder pays \$3,500 prior to building permit issuance	
Commercial	\$5,600/ EDU	<i>IAC Title 327 Table 11-1</i>

ROAD IMPACT FEES (Calculated by Engineering and collected by Planning with the building permit)

Fees are calculated based on trips generated, land use, gross floor area, number of units, etc.

Road Impact = \$370 per trip (Ordinance No. 02-01-21 Effective 8/1/21)

DRIVE-CUT \$50

Final Inspection (Engineering) - FIRE and BUILDING may perform separate independant inspections

No charge by Engineering

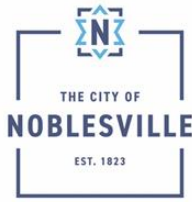
Sanitary Sewer Lateral Inspection

No charge by Engineering

Miscellaneous Inspection Charges - Applies to Infrastructure Inspections and Building Permit inspections

Collected by Planning

	<u>Residential</u>	<u>Commercial</u>
Missed Inspection Fee	\$500	\$1,000
Same Day Inspection	\$200	\$200
Re-Inspection Fee	\$200	\$300
Timed Inspection	\$75	\$75



Updated: October 2022

Guidance Document for

Road Impact Fees, Sanitary Sewer Fees, Infrastructure Inspection Fees, Bonding and FAQ.

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1. Introduction

The City of Noblesville’s Engineering Department reviews applications for Sanitary Sewer Connection Fees and Road Impact Fees for building permits.

The Engineering Department reviews proposed developments and inspects public improvements. The Technical Advisory Committee (TAC) fee covers the review of proposed developments in both their preliminary development plan and detailed development construction plan. Fee is based on the number of pages in the plans. The improvement location inspection fee is for the inspection of the public improvements and is based on the fee rate multiplied by the measurement of the infrastructure being constructed and/or the area of earth being disturbed.

New development and construction projects are subject to fees assessed for their impacts to existing sewer and transportation infrastructure. While each fee is determined by different calculations, the methodology is based on the proposed use of the subject building or land use.

Sanitary Sewer Connection Fees and Road Impact Fees involving a new project are based on either the intended land use or the type of occupancy proposed for the building. Projects that involve a remodel or change of use to an existing site or building will be assessed a fee ONLY if the change in use or occupancy results in an increase in demand on sewers or traffic. The occupancy classification for the building permit will typically dictate the use or type of classification used to determine impact fees. High or dense occupancies will typically involve larger impact fees.

2. Road Impact Fees

The road impact fee is used to pay for roadway improvements necessitated by new development and equitably applies the cost of the improvements on the users creating the need. The fee cannot be used for maintenance or used to remediate an existing deficiency. Per state law, the ordinance must be updated every five years. The ordinance is based on a zone improvement plan study that looks at existing conditions using existing traffic volumes to current level of service (LOS) to determine if deficiencies exist.

Road Impact Fees are calculated by multiplying the number of new trips that will result from new construction by a per trip fee which was determined by a study completed by the City per State Statute. Trips generated by a site are determined by land use and from trip rates published by the Institute of Transportation Engineer’s manuals on “Trip Generation”, latest edition. See example calculations included in this document.

The fee is paid at the time of building permit. Fee cannot be waived and is applicable to all uses, including non-profits. In certain situations, detailed out in the local ordinance and state statute, installment plans can be considered.

Fee is \$370 per new weekday 24-hour generated trip. For example, a new single-family house is \$3,492.80 and a single duplex unit is \$2,708.40. The \$370 per trip is split to \$44/trip to the Pleasant Street Road Impact Fee Fund and \$326/trip to the General Road Impact Fee Fund

3. Sanitary Sewer Connection Fees

Sanitary Sewer Fees are calculated in a manner similar to Road Impact Fees. Fees are based on either the land use or the occupancy of the subject building, which is determined prior to application of a building permit. After the use or occupancy is defined, a sewer use rate is determined using flow calculation factors defined for different use classifications published in 327 IAC 3-6-11 of Indiana Code. (See IAC Title 327 Table 11-1)

After the proposed flow that is generated from the site is calculated, it is converted to an Equivalent Dwelling Unit (EDU). An EDU is a unit of sewer use based on the average daily usage for a single-family residential household. The Sanitary Sewer fee is calculated by multiplying the proposed sewer usage, in EDUs, by the sewer impact fee of \$5,600 per EDU established by City Council Ordinance.

Sanitary Sewer Fee = Total EDU x \$5,600/EDU. Fee cannot be waived and is applicable to all uses, including non-profits.

The sewer fee is paid with the building permit for commercial and apartment developments. On residential single family homes and duplexes, \$2,100 is paid at the time of the secondary plat. The remaining \$3,500 is paid with the building permit.

4. Road and Sewer Fees on Sites with a Change of Use

Sanitary Sewer Connection Fee and Road Impact Fees are based on proposed changes to an existing site. If the net use of a site is changed in a manner that will lessen the impacts of an existing use, no fees will be charged. If the proposed changes to a site indicate a net increase in sewer and/or traffic generated by a site, the applicant will only be charged a fee that is based on the increase from existing conditions or fees that have been previously paid. Consultations are available by contacting the Engineering Department directly at (317) 776-6330.

Road Impact and Sewer Fees are collected at the time a building permit.

5. Improvement Location Permit Inspection Fee for Public Infrastructure

Public Infrastructure Inspection Fees are paid with the improvement location permit. Fee is based on a unit fee rate multiplied by the amount of the public infrastructure being constructed. Roadways, storm sewer, and sanitary sewer are based on the centerline length in feet being constructed. Erosion control is based on the disturbed area in acres.

<u>Public Infrastructure Type</u>	<u>Unit Rate</u>		<u>Minimum Fee</u>
Streets (includes curbs, signs, trees, trail, drive approaches, and sidewalk)	\$ 0.50	/ft (centerline)	\$ 250.00
Sanitary Sewer (includes daily observations and testing)	\$ 1.00	/ft	\$ 500.00
Storm Sewer (RCP >=12" dia., includes daily observations and testing)	\$ 0.50	/ft	\$ 250.00
Erosion Control	\$ 25.00	/acre	\$ 100.00

6. Bonding/Sureties

The Noblesville Board of Public Works and Safety officially approves all plats for subdivisions and accepts all public infrastructure.

Performance bonds/sureties are a guarantee that a developer will make public improvements in accordance with approved plans for the issued improvement location permit. Performance bonds/sureties are to be 110% of a certified engineer's cost estimate or the contractor's actual contract to perform the work. Performance bonds/sureties for erosion control and public infrastructure in existing rights-of-ways or easements are required prior to the issuance of the improvement location permit if the secondary plat has not been recorded. A project must have TAC approval from all applicable agencies prior to having a pre-construction meeting. Improvement location permits are issued at a pre-construction meeting.

Maintenance bonds/sureties are a guarantee by the developer of the workmanship and materials for three (3) years after the accepted public improvements. Maintenance bonds/sureties are to be 15% of a certified engineer's estimate or the contractor's actual contract. Prior to the expiration of the maintenance bonds/sureties, City staff will re-inspect the improvements and issue a punch-list of items to repair, if applicable. Maintenance bonds/sureties are required for all public infrastructure that has passed all inspections, video inspection, testing, completed all applicable submittals (e.g. – as-builts, GIS submittals, affidavits), and requesting acceptance.

Once the secondary plat is submitted for approval from the Noblesville Board of Public Works and Safety, all public infrastructure within the subdivision must be guaranteed by bonds/sureties. Performance bonds/sureties for incomplete infrastructure and maintenance bonds/sureties for completed and accepted infrastructure.

Permit bonds/sureties are required for permits where private development improvements are encroaching into the public rights-of-way and there are no active maintenance bonds/sureties on the public improvements.

Letters of credit and cash sureties paid to a city with a non-interest-bearing escrow account can also be used as a bond or surety. Regardless of surety type, performance sureties are for 110% and maintenance sureties are for 15%.

See attached Board of Public Works and Safety action form to request acceptance performance bonds/sureties, maintenance bonds/sureties, and secondary plats. Release of bonds/sureties will also require this form to be completed and submitted.

7. Frequently Asked Question

- a. **Pre-construction meeting** must be held prior to issuance of the improvement location permit and any construction activity on the site. A preconstruction meeting cannot be held until all agency approvals have been received (e.g., Engineering, Planning, Fire Department, GIS, County Surveyor, applicable state permits, ...) and offsite easements/right-of-way has been secured.
- b. **Bonds** are required prior to scheduling a preconstruction meeting. Bonds are required for erosion control items and public infrastructure in rights-of-way and/or easement. This includes easements and offsite infrastructure. A stamped Engineer's estimate of probable cost or actual signed construction contracts are required for all public infrastructure and erosion control items. Recommend getting engineer's estimate with construction plans to allow procurement of bonds prior to preconstruction meeting.
- c. **Plat Instrument** – A secondary plat pre-filing meeting is required with Engineering and the Planning Departments. Schedule approximately four (4) weeks prior to the anticipated secondary plat Board of Works date. The meeting is set to discuss the construction progress, infrastructure

approval expectations, and to finalize the expected bond requirements. The plat typically dedicates additional rights of way and/or easement therefore requiring bonding for additional infrastructure that was not requiring a bond at time of issuance of the improvement location permit.

- d. Please provide the IDEM sanitary sewer permit application.

8. Enclosures:

- a. **Summary Table of Inspection Fees from Engineer Department**
- b. **Road Impact Fee Calculation Example**
- c. **Sanitary Sewer Fee Calculation Example**
- d. **Road and Sewer Fee Estimate Request Form**
- e. **Public Infrastructure Surety/Bonding Form**

9. Reference of Documents and Useful Links

- a. Unified Development Ordinance (UDO)
 - i. <http://online.encodeplus.com/regs/noblesville/index.aspx>
- b. Noblesville Construction Standards (appendix to UDO)
 - i. https://www.cityofnoblesville.org/egov/documents/1626296611_39388.pdf
- c. Noblesville Stormwater Technical Standards
 - i. https://www.cityofnoblesville.org/egov/docs/1188914102_387664.pdf
- d. Noblesville Code of Ordinances
 - i. <https://codelibrary.amlegal.com/codes/noblesville/latest/overview>
- e. Noblesville Thoroughfare Plan
 - i. <https://www.cityofnoblesville.org/department/division.php?structureid=248>
- f. Noblesville Road Impact Fee Study (Zone Improvement Plan) and Traffic Counts
 - i. <https://www.cityofnoblesville.org/egov/apps/document/center.egov?view=item;id=6094>
- g. Noblesville Infrastructure and Economic Development Projects
 - i. <https://www.cityofnoblesville.org/projects>
- h. 2020 Comprehensive Plan
 - i. https://www.cityofnoblesville.org/egov/documents/1582723614_08048.pdf
- i. 2020 Noblesville Alternative Transportation Plan
 - i. <https://www.noblesvilleparks.org/176/Noblesville-Alternative-Transportation-P>
- j. Planning Department
 - i. <https://www.cityofnoblesville.org/department/index.php?structureid=13>
- k. GIS Department (maps, GIS, as-builts requirements)
 - i. <https://www.cityofnoblesville.org/department/index.php?structureid=11>
- l. Engineering Department
 - i. <https://www.cityofnoblesville.org/department/index.php?structureid=7>
- m. Indiana Design Manual
 - i. https://www.in.gov/indot/design_manual/
- n. INDOT Standard Specifications
 - i. <https://www.in.gov/dot/div/contracts/standards/>
- o. INDOT Standard Drawings
 - i. <https://www.in.gov/dot/div/contracts/standards/drawings/index.html>
- p. Hamilton County Surveyor's Office (Regulated Drain Permits – Outlet, Crossing)
 - i. <https://www.hamiltoncounty.in.gov/612/Surveyors-Office>

Sanitary Sewer Connection and Availability Fees
Flow Rates and Example Calculations For Estimating Fee

Table of most commonly used Land Uses from IAC Title 327 Table 11-1

Land Use	Flow Calculation Factor
Assembly Hall	3 GPD / Seat
Athletic Field	1 GPD / Participant / Spectator W / Consecessions
Banquet Caterer	10 GPD / Person
Beauty Salon (cut w/ wash)	10 GPD / Customer
Beauty Salon (cut w/o wash)	5 GPD / Customer
Beauty Salon (per or color changes)	35 GPD / Customer
Children's Party/Game Facility	10 GPD / Customer + 20 GPD / Employee
Church (w/ full kitchen)	5 GPD / Sanctuary Seat
Church (w/ warming kitchen)	4 GPD / Sanctuary Seat
Church (w/o kitchen)	3 GPD / Sanctuary Seat
Condominiums (multi-family one bedroom units)	200 GPD / Unit
Condominiums (multi-family three bedroom units)	350 GPD / Unit
Condominiums (multi-family two bedroom units)	300 GPD / Unit
Condominiums (one and two bedroom units)	150 GPD / Bedroom
Conferences	10 GPD / Attendee
Correctional Facilities	120 GPD / Inmate
Day Care Center	20 GPD / (Child + Staff)
Dentist	200 GPD / Chair + 75 GPD / Employee
Doctor's Office	75 GPD / Doctor + 75 GPD / Nurse + 20 GPD / Support Staff
Factor (w/o showers)	20 GPD / Employee
Fire Station (manned)	75 GPD / Firefighter
Fitness Facility	10 GPD / Customer + 35 GPD / Employee
Food Service Operations (restaurant curb service / drive-in)	50 GPD / Car Space
Food Service Operations (restaurant not open 24 hours interstate highway)	50 GPD / Seat
Food Service Operations (restaurant not open 24 hours)	35 GPD / Seat
Golf Comfort Station	3 GPD / 50% Maximum Golfers
Golf Main Clubhouse	5 GPD / Golfer (W / Additions For Food Service)
Hospital - Medical Facility	200 GPD / Bed
Hotel or Motel	100 GPD / Bed
Kennels and Vet. Clinics	5 / Cage + 10 / Inside Run + 5 Out Run + 10 / Animal + 50 / Surgery Room + 75 / Vet. + 75 / Vet. Asst. + 20 / Support Staff
Mental Health Facility	100 GPD / Patient
Nursing Home	100 GPD / Bed
Office	20 GPD / Emp
Restaurant	35 GPD / Seat
Retail	20 GPD / Emp + .01 GPD / Sf
Retail Store (w/ food service)	0.1 GPD / Sqft + 20 GPD / Employee + 35 GPD / Seat
Retail Store (w/o food service)	0.1 GPD / Sqft + 20 GPD / Employee
School (elementary)	15 GPD / Pupil
School (secondary)	25 GPD / Pupil
Service Station (convenience store/service center)	1000 GPD (W / Additions For Food Preparation And Seating)
Theater (inside building)	5 GPD / Seat

Notes:

GPD = gallons per day
 EDU = equivalent dwelling unit = 310 GPD
 Sewer Fee = \$5,600 Per EDU - Ord. 01-01-21 adopted 1/26/2021
 EDU calculation is rounded to nearest 0.1 EDUs per ordinance

Example Calculations for Estimating Fees

Example 1:

Given: Doctor's office with 1 doctor, 2 nurses, and 1 support staff
 Determine Flow in GPD: 1 Doctor * 75 GPD/Doctor + 2 nurses * 75 GPD/Nurse + 1 support staff * 20 GPD/Support Staff = **245 GPD**
 Convert GPD to EDU: 245 GPD * (1 EDU/310GPD) = **0.8 EDU**
 Determine Fee: 0.8 EDU * \$5,600/EDU = **\$4,480.00**

Example 2:

Given: 4,400 square foot Retail Store with 6 employees
 Determine Flow in GPD: 6 employees * 20 GPD/employee + 4,400 SF * 0.1 GPD/SF = **560 GPD**
 Convert GPD to EDU: 560 GPD * (1 EDU/310GPD) = **1.8 EDU**
 Determine Fee: 1.8 EDU * \$5,600/EDU = **\$10,080.00**

Road Impact Fees

Trip Generation Rates and Example Calculations For Estimating Fee

Road Impact Fee = \$370 per trip (Ordinance No. 02-01-21 adopted 1/26/2021)

Table of most commonly used Land Uses from ITE Trip Generation Manual, 11th Edition

Land Use	Trip Generation Variable	Equation	11th Net Rate
General Light Industrial (110)	1000 Sq. Ft. Gross Floor Area	= 4.87x = 4.87x - 0% Pass By	4.87
Manufacturing (140)	1000 Sq. Ft. Gross Floor Area	= 4.75x = 4.75x - 0% Pass By	4.75
Warehousing (150)	1000 Sq. Ft. Gross Floor Area	= 1.71x = 1.71x - 0% Pass By	1.71
Mini-Warehouse (151)	Storage Units	= 0.18x = 0.18x - 0% Pass By	0.18
Single-Family Detached Housing (210)	Dwelling Units	= 9.43x = 9.43x - 0% Pass By	9.43
Multifamily Housing (Low-Rise) [1 or 2 floors] {Duplex & most apartments} (220)	Dwelling Units	= 6.74x = 6.74x - 0% Pass By	6.74
Multifamily Housing (Mid-Rise) [3 to 10 floors] (221)	Dwelling Units	= 4.54x = 4.54x - 0% Pass By	4.54
Low-Rise Residential with 1st-Floor Commercial (230)	Dwelling Units	= 3.44x = 3.44x - 0% Pass By	3.44
Senior Adult Housing---Detached (251)	Dwelling Units	= 4.31x = 4.31x - 0% Pass By	4.31
Senior Adult Housing---Attached (252)	Dwelling Units	= 3.24x = 3.24x - 0% Pass By	3.24
Assisted Living (254)	Beds	= 2.6x = 2.6x - 0% Pass By	2.60
Residential Planned Unit Development (270)	Dwelling Units	= 7.31x = 7.31x - 0% Pass By	7.31
Hotel (310)	Rooms	= 7.99x = 7.99x - 0% Pass By	7.99
Day Care Center (565)	=(1.3 students per car, 4 trips per car (AM in/out, PM in/out) + 2.5 trips per staff member) -50% Pass By. (Local Calculation. Students per Indiana Day Care Licensure)		-
Nursing Home (620)	1000 Sq. Ft. Gross Floor Area	= 6.75x = 6.75x - 0% Pass By	6.75
Nursing Home (620)	Beds	= 3.06x = 3.06x - 0% Pass By	3.06
General Office Building (710)	1000 Sq. Ft. Gross Floor Area	= 10.84x = 10.84x - 0% Pass By	10.84
Medical-Dental Office Building (720)	1000 Sq. Ft. Gross Floor Area	= 36x = 36x - 0% Pass By	36.00
Free-Standing Discount Superstore (813)	1000 Sq. Ft. Gross Floor Area	= 35.87x = 50.52x - 29% Pass By	35.87
Shopping Center (820)	1000 Sq. Ft. Gross Leasable Area	= 24.43x = 37.01x - 34% Pass By	24.43
Supermarket (850)	1000 Sq. Ft. Gross Floor Area	= 60.06x = 93.84x - 36% Pass By	60.06
880	1000 Sq. Ft. Gross Floor Area	= 42.34x = 90.08x - 53% Pass By	42.34
Pharmacy/Drugstore with Drive-Through Window (881)	1000 Sq. Ft. Gross Floor Area	= 55.28x = 108.4x - 49% Pass By	55.28
Drive-in Bank (912)	1000 Sq. Ft. Gross Floor Area	= 71.25x = 100.35x - 29% Pass By	71.25
Quality Restaurant (931)	1000 Sq. Ft. Gross Floor Area	= 46.95x = 83.84x - 44% Pass By	46.95
High-Turnover (Sit Down) Restaurant (932)	1000 Sq. Ft. Gross Floor Area	= 61.1x = 107.2x - 43% Pass By	61.10
Fast-Food Restaurant w/ Drive-Through Window (934)	1000 Sq. Ft. Gross Floor Area	= 238.41x = 467.48x - 49% Pass By	238.41
Gasoline/Service Station w/ Convenience Market (945)	Vehicle Fueling Positions	= 116.65x = 265.12x - 56% Pass By	116.65

Example Calculations for Estimating Fees

Example 1:

Single-Family Detached Housing (210) \$3,492.80 = 1 house at 9.44 trip/unit x \$370/trip

Example 2:

Duplex - Multi Family Low Rise (220) \$2,493.80 = 1 unit x 6.74 trips/unit x \$370/trip

Example 3: Land Use 820

Given: Shopping center with 10,000 square feet

Determine Trip Generation: 10,000 SF * (24.43 Trips/1,000 SF GLA) = 244.3 Trips

Determine Fee: 244.3 Trips * \$370/Trip = \$90,391.00

Example 4: Land Use 140

Given: 15,000 SF manufacturing facility

Determine Trip Generation: 15,000 SF * (4.75 Trips/1,000 SF GFA) = 71.25 Trips

Determine Fee: 71.25 Trips * \$370/Trip = \$26,362.5

ROAD IMPACT & SANITARY CONNECTION FEE REQUEST



Office Use Only
Building Permit No.: _____ Road Impact Area: _____

General Information

Common Name/Business Name: _____
Site Address: _____
Subdivision: _____ Lot #: _____ Zoning: _____

Land Use Descriptions: (Identify the existing or proposed land uses or any expansion/addition of existing uses.)

Project Size/Area: (Indicate the acreage of the entire project site and the square footage of all existing and proposed buildings or structures. Specify square footage dedicated to individual activities within all of the buildings. Also note the number of units, beds, seats, bedrooms, or other unit to identify the size of the proposed use.)

Number of Employees: (Indicated the total number of employees located at the proposed site. Include existing and future employee totals.)

On-Site Parking: (Indicated the total number of on-site parking spaces intended for use by employees, customers, and deliveries.)

Hours of Operation: (List the hours of general operation, including anticipated deliveries or other site support services.)

Anticipated Deliveries: (Indicated the number of deliveries made to or from the proposed site in a 24 hours period.)

On-site Facilities: (Indicated the existence and capacities of any on-site food services or vending facilities that enable employees or visitors to prepare and eat meals on-site.)

Surrounding Facilities: (Indicate the number of, and identify, all business or facilities adjoining the proposed site.)

Road Impact & Sanitary Connection Fee Calculation Notes:

1. Applicant shall submit construction drawings of site plan and floor plan with request. (Upon request, plans can be returned to applicant once permit has been approved.)
2. Final determination of fees will not be determined until filing of Building Permit.
3. Print or type all information in ink. (Note that this form is an interactive and editable PDF document.)
4. If any project information is changed and/or modified the impact fee may be adjusted accordingly.

APPLICANT INFORMATION

Owner

Authorized Agent

Signature _____ Company _____ Date _____

Printed _____ Title _____ Email _____ Phone _____

I hereby certify that I have the authority to make the forgoing application and that the application and accompanying site plan are correct. I further affirm by signature and under the penalties of perjury that the foregoing representations are true.



SURETY APPLICATION

Noblesville Board of Public Works and Safety

Project Development: _____		Anticipated BOPWS Meeting Date: _____	
ILP #: _____			
Development Type: <input checked="" type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Gov't <input type="checkbox"/> School <input type="checkbox"/> Other (define) _____			
Nearest Intersection: _____			
Sec/Range/Township: _____			
Secondday Plat #: _____		Platted Name: _____	
Approval Date: _____		Size: _____ (acres)	
# of Lots: _____			
Developer: _____		Engineer: _____	
Address: _____		Address: _____	
City, State: _____		City, State: _____	
Phone: _____		Phone: _____	
Contact: _____		Contact: _____	
Title: _____		Title: _____	
Email: _____		Email: _____	

	Infrastructure	Requesting Action: (Performance or Maintenance)	Engineers Opinion of Probable Cost (\$)	Perf. Surety Amount (110%)	Maint. Surety Amount (15%)	Replace Prior Bond (Y/N)	Bond Number
EROSION CONTROL							
	Erosion Control			\$0.00	\$0.00		
	BMP Green			\$0.00	\$0.00		
	TOTAL:		\$0.00				
ROADWAY							
	Subgrade			\$0.00	\$0.00		
	Stone			\$0.00	\$0.00		
	HMA Base			\$0.00	\$0.00		
	HMA Intermediate			\$0.00	\$0.00		
	HMA Surface			\$0.00	\$0.00		
	Curb			\$0.00	\$0.00		
	TOTAL:		\$0.00				
	Common Sidewalk			\$0.00	\$0.00		
	Path			\$0.00	\$0.00		
	ROW			\$0.00	\$0.00		
	SSD			\$0.00		*No Maintenance Required	
	Monumentation			\$0.00		*Submit Recorded Surveyor's Affidavits to Release Performance	
	Trees			\$0.00		*No Maintenance Required	
	Signs			\$0.00		*No Maintenance Required	
STORM							
	Storm Sewer			\$0.00	\$0.00		
	BMP Gray			\$0.00	\$0.00		
	Offsite Storm			\$0.00	\$0.00		
	TOTAL:		\$0.00				
SANITARY							
	Sanitary Sewer			\$0.00	\$0.00		
	Offsite Sanitary			\$0.00	\$0.00		
	TOTAL:		\$0.00				

- Surety Instructions:**
1. Surety must be dated to be effective the day of proposed Board of Public Works Meeting.
 2. Surety must state the full platted Project/Development name and Section #. Abbreviations will not be accepted.
 3. Surety must state the ILP number.
 4. Surety must state specific infrastructure. (i.e. Common Sidewalk)
 5. Surety must have stamp or embossing of the issuing company.
 6. Surety must have signed and stamped by attorney of record documentation.
 7. Off-Site items shall be itemized separately.
 8. Project/Development name shall be the actual platted subdivision name.
 9. Sanitary Force Mains and Laterals shall be itemized separately.
 10. Sureties may combine above stated itemized construction items in any combination, but limited to only one platted subdivision per surety. (i.e. - Sureties for Subdivision X Section 1 cannot include items from Subdivision X Section 2, vice versa)
 11. Engineer's Opinion of Probable Cost shall be accompanied by an itemized documentation certified and stamped by the Engineer.
 12. Contractor's contract shall be accompanied by a signed and accepted proposal/contract verified by the contractor.
 13. Application must be complete. Enter N/A for all non applicable items.