

CITY OF LONGMONT

Request for Construction Acceptance Check List

Public Works & Natural Resources
Engineering Services Division
Development Services Center
385 Kimbark Street
Longmont, CO 80501
(303) 651-8304 / FAX (303) 651-8696

General Notes:

- This form is intended to verify that key components of the required public improvements have been completed before staff performs Construction Acceptance inspections. Please note that this form is a guide and is not all inclusive. All improvements must be built per approved Public Improvement Plans and the current City Standards and all obligations must be met per the Public Improvement Agreement.
- Please coordinate with the appropriate inspector for Public Works & Natural Resources, Development Services, and Power & Communications and have them initial this form after improvements have been inspected and are completed. When all sections have been filled in, please return this completed form to the City of Longmont, Public Works & Natural Resources.
- If the improvements required for Construction Acceptance are found to be incomplete, the developer shall follow the same process as specified in the Construction Acceptance Brochure and request another inspection. The City may require additional inspection fees for subsequent inspections.
- In accordance with the Public Improvement Agreement, the Developer is responsible for the maintenance of public improvements for a minimum of one year after Construction Acceptance is granted or until Final Acceptance has been granted by City Council.

Project: _____

Filing Number: _____ **Phase Number:** _____

Developer: _____ **Phone #:** _____
(Please Print Name)

Developer E-mail Address: _____

Developer Signature: _____

Date: _____

Project: _____

Date: _____

Development Services Division: Please indicate complete or not applicable (NA) for each item:

- Common area landscaping has been installed or escrow has been provided per Article 2, Section 2.07 Planning, of your approved PIA. Complete ___ N/A ___
- Provide a copy of the homeowner association articles of incorporation as filed with the Secretary of State. This may not be applicable to commercial developments. Complete ___ N/A ___
- Provide a copy of the executed and recorded covenants for this development. This requirement is not applicable if item number 2 above is not required. Complete ___ N/A ___
- Provide a copy of the design guidelines for this development. This requirement is not applicable if item number 2 above is not required. Complete ___ N/A ___
- Verify in writing how the developer will comply with private lot landscaping standards. If a certificate will be issued to the homeowner at closing for the cost of the landscaping (including delivery and installation), please provide an example of the certificate that is proposed. This requirement is only applicable to residential subdivisions. Complete ___ N/A ___
- Provide a copy of the Vance Brand Airport disclosure statement consistent with the annexation agreement. This requirement is only applicable to developments within two miles of the Vance Brand Airport. Complete ___ N/A ___
- Provide a copy of the Clover Basin Fire Protection District disclosure statement. This requirement is only applicable to properties located in southwest Longmont. Complete ___ N/A ___

Please contact Don Burchett at (303) 651-8828 with questions about requirements.

Comments:

Project: _____

Date: _____

Public Works & Natural Resources – Parks Planning - Please indicate complete or not applicable (NA) for each item:

- Concrete bikepath Complete ___ N/A ___
- Arterial Right-of-way Landscaping: Grading, Plants, and Sod Complete ___ N/A ___
- Arterial Right-of-way Irrigation: Pressure Test, Operation Test Complete ___ N/A ___
- Primary Greenway Landscaping: Grading, Plants, Seed Complete ___ N/A ___
- Primary Greenway Irrigation: Pressure Test, Operation Test Complete ___ N/A ___
- Irrigation As-builts: As-builts, Turnover Items Complete ___ N/A ___

It is the Developer's responsibility to schedule inspections with Natural Resources staff before a completed checklist is submitted to the City. Contact the Public Works & Natural Resources at (303) 651-8304 to coordinate all Public Works & Natural Resources inspections. A form signed by Public Works & Natural Resources staff will be given to the Developer/Contractor when each item is considered complete.

City Inspector/Staff initials _____ Date _____

Comments:

Public Works & Natural Resources - Water/Wastewater - Please indicate complete or not applicable (NA) for each item:

- Water Mainlines, looped/tested, valves, services, hydrants, trace wire Complete ___ N/A ___
- Sewer Mainlines, services, manholes, testing, cleaning, camera Complete ___ N/A ___
- Trench/Repair, compaction, testing, paving Complete ___ N/A ___
- Irrigation vaults set with meter and backflow preventer Complete ___ N/A ___

City Inspector/Staff initials _____ Date _____

Comments:

Please contact the Public Works & Natural Resources Water/Wastewater Inspector at (303) 651-8416 with questions.

Project: _____

Date: _____

Public Works & Natural Resources - Please indicate complete or not applicable (NA) for each item:

- Overlot Grading Complete ___ NA ___
- Paving, compaction, testing Complete ___ NA ___
- Concrete sidewalk, curb and gutter, compaction, testing Complete ___ NA ___
- Storm Sewer structures, main lines, laterals, manholes, testing Complete ___ NA ___
- Detention pond, grading, erosion control, trickle channel Complete ___ NA ___
- Signals, signs, striping and pavement markings Complete ___ NA ___
- As-built drawings, electronic file and drainage certificates Complete ___ NA ___

City Inspector/Staff initials _____ Date _____

Comments:

Please contact Public Works & Natural Resources at (303) 651-8416 with questions.

Longmont Power & Communications - Please indicate complete or not applicable (NA) for each item:

- Trench/Repair, compaction, testing Complete ___ NA ___
- Cable/Conduit, routing, tracer wire Complete ___ NA ___
- Ground Sleeve, compaction, elevation, level Complete ___ NA ___
- Street Light Pole, compaction, plumb Complete ___ NA ___
- Payments, materials, close-out Complete ___ NA ___
- As-built Drawings, trench line, equipment locations Complete ___ NA ___

City Inspector/Staff initials _____ Date _____

Comments:

Please contact Longmont Power & Communications at (303) 651-8384 with questions.