

PLAT/DEVELOPMENT CONSTRUCTION PROCESS THROUGH CITY OF BLAINE ENGINEERING DEPARTMENT

The following is a summary of the Development process for the Engineering Department. The responsibilities of the Developer and those of the City are described herein. This list is not inclusive, and the Developer is accountable for all necessary requirements as outlined by City ordinance and/or the Developers Agreement.

GRADING

Once the City Council has approved the Preliminary Plat, a Final Grading Plan must be submitted by the Developer for City review. The Final Grading Plan must be certified by a Licensed Professional Engineer and the City's standard checklist entitled, Grading/Erosion Control Plan Checklist and Approval Form must be utilized and submitted with the Final Grading Plan. Upon submittal of these items, the City will review and comment on the Final Grading Plan.

No work shall begin on site until the following items have been completed:

- Developer's Agreement has been executed.
- Final Grading Plan has been approved by the City.
- All required financial guarantees and escrows have been posted by the Developer.
- Watershed District permit has been obtained by the Developer.
- A copy of the NPDES permit application must be submitted to the City.
- Written authorization to proceed has been obtained from the City.

DEVELOPMENT PLAN

After the Final Grading Plan has been approved, the Developer is to submit a Development Plan for City review. The Development Plan may be incorporated into the grading plan. The City's standard checklist entitled, Development Plan Checklist and Approval Form must be utilized and submitted with the Development Plan. Until the Development Plan has been approved, the City cannot approve any building permits.

INFRASTRUCTURE IMPROVEMENT PLAN

Once the City Council has approved the Preliminary Plat, a Final Infrastructure Improvements Plan must be submitted by the Developer for City review. The Final Infrastructure Improvement Plan must be certified by a Licensed Professional Engineer and the City's standard checklist entitled, Infrastructure Plan Checklist and Approval Form must be utilized and submitted with the Final Infrastructure Improvement Plan.

No work shall begin on construction of infrastructure improvements until the following items have been completed:

- The Developer or its Engineer applies for and receives all necessary permits, including but not limited to; the Department of Health, MPCA Sanitary Sewer Extension, etc.
- Final Infrastructure Improvement Plan has been approved by the City.
- Soils Correction Report has been performed and the grading certified by a Licensed Professional Engineer.
- Written authorization to proceed has been obtained from the City.

Note that any private sanitary sewer and water main construction also requires a permit from the Building Department prior to beginning work.

CONSTRUCTION

Prior to beginning construction, the Developer is responsible for organizing and conducting a pre-construction conference. The Developer must invite private utility companies and City staff.

The City will provide on-site construction inspection.

No connections to the sanitary sewer or water main will be allowed until the following has been completed:

- All sewer and water mains must be tested and accepted according to specifications.
- Water main tests for bacteria and residual chlorine must be passed.
- Water main must be flushed.
- All manholes and gate valves must be raised to grade.

The Developer is responsible for providing all material testing. Copies of all tests must be supplied to the City. At the completion of the project, the Developer's Engineer will be required to certify to the City that all improvements were constructed in accordance with the approved plans and specifications. The Developer must provide the City a one-year warranty bond for the work. The date at which the one-year warranty period begins shall be the date of substantial completion as defined in the City Specifications.

BUILDING PERMITS

Building permits will not be issued unless:

- There is adequate access to the building site for Building Department personnel.
- Street signs are installed. Street signs may be a temporary design as approved by the Engineering Department.
- Planning Department approval is obtained.

Please note that Certificates of Occupancy will not be issued without a paved street.

RECORD DRAWINGS

After completion of construction, the Developer must submit Record Drawings to the City. Record Drawings shall contain surveyed as-built information per the instructions contained in the City of Blaine Record Drawing Survey Requirements. The Developer must submit Record Drawings to the City by December 31st of the construction year. If Record Drawings are not received by this date, the City may suspend issuance of building permits.

LETTER OF CREDIT

Letters of Credit will not be reduced until all items are complete, including installation of street and traffic signs, sodding, seeding, etc., excepting punch list items. Engineering escrow will be held until all of the lots have been constructed on and all of the work is complete and accepted.