

Town of Monroe

Bond Release Inspection Work Sheet

(This is an internal work sheet to be utilized for establishing a bond release/reduction recommendation to the Planning and Zoning and/or the Inland Wetlands Commission. A specific recommendation will be sent to the Commissions in the form of an IOM or email.)

Development Name: _____

Development Address: _____

IWC Appl. No: _____ File No: _____

Original Bond: _____ Current Bond: _____

PZC Appl. No: _____ File No: _____

Original Bond: _____ Current Bond: _____

Report Prepared By: _____ Date of Request _____

Bond Review No/Date: _____

*****RECORD OF ACTIONS BY THE COMMISSION*****

____ Released Bond ____ Requested addressing outstanding items as listed in this report
____ Reduced Bond From: _____ To: _____ Date: _____
____ Start Maintenance Bond (Amount _____ Date _____) ____ Release Maintenance Bond
____ Transferred site stabilization & restoration bond to performance bond per agreement in lieu of
non-issuance of C.O. Amount: _____ Date: _____

*****Indicate engineering (technical) comments in black and Zoning comments in red*****

Provide check mark in front of item numbers using the same color variation

- (A) ____ **Survey:**
1. Property corner pins _____
 2. Easement corner pins _____
 3. Roadway monumentation _____
 4. Bench Marks _____
 5. _____

- (B) ____ **Layout:**
1. Curbing _____
 2. Road width _____
 3. Walks/Ramps _____
 4. Roadway radii _____
 5. Driveway aprons/radii _____
 6. Number & size of parking spaces (incl. H/C parking) _____
 7. Islands and aisles (layout and size) _____
 8. Loading _____
 9. Dumpster/s (incl. enclosures) _____
 10. Structures (size, footprint, locations) _____
 11. Walls and Fences _____
 12. Facility signs (building and site) _____
 13. Lighting (complies with plan/shielded) _____
 14. Zoning chart (front buffer, setbacks, coverage, etc) _____
 15. _____

- (C) ____ **Traffic:**
1. Stop signs, bars, directional signs _____
 2. Street signs _____
 3. Sight line (obstructions to be removed) _____
 4. Guide rail _____
 5. Traffic signals, turn lanes, STC requirements _____
 6. Cross walks _____
 7. _____

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(D) Grading:

1. High points at streetline _____
2. Roadway profile and cross section grades _____
3. Shoulder sloping _____
4. Compaction test reports _____
5. Min. or max. grades (walks, ramps, slopes, pavement profile) _____
6. _____

(E) Utilities:

1. Water main gate valves and hydrant heights _____
2. Utility handholds, manholes and transformers _____
3. Utility pole locations _____
4. Permanent pavement patching _____
5. _____

(F) Drainage:

1. Pipes (location, size, type, depth, grades) _____
2. CB inlets and manholes (location, type, inverts trimmed flush, cement shelves/pipes, vent hoods) _____
3. Under-drains _____
4. Outlets (location, type, size, flared ends, access to) _____
5. Storm water quality control units _____
6. Detention basins (trash racks, ports, spillways, sloping) _____
7. Engineer's certification of installation (detention basins and SWQC Units) _____
8. Agreement for maintenance of detention basin _____
9. Rip rap & fabric stabilization _____
10. Leakoffs (location, slope protection) _____
11. Siltation removal (pipes, structures, outlets, ditches, other) _____
12. _____

(G) Landscaping:

1. Street trees (location, staking, condition) _____
2. Shoulder and slope stabilization _____
3. IWC landscaping requirements or other plantings _____
4. Site landscaping plan _____

(H) Erosion Control:

1. All areas stabilized _____
2. Erosion control removed _____
3. Sedimentation damage/remediation _____
4. _____

(I) Other:

1. Roadway and curb patch/repair _____
2. Sidewalk and Shoulder area repair _____
3. _____
- _____
- _____

(J) Roadway Acceptance:

1. Roadway acceptance by Town Council (Date) _____
2. Verification of DOT acceptance of encroachment permit work _____

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(L) _____ Easements: (ROW, Drainage, Access, Sight line, Sloping rights, Open Space, Utility, Other)
Recorded documents: _____ (check below if recorded)

Volume	Page	Easement Type	Description
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

(M) _____ Conditions of approval (IWC, PZC, Other):

(N) _____ Other:

Current Status: (Discussed with _____ Date _____ Via: _____)

Please note that although this report is meant to be inclusive, additional items may be listed in the future as a result of continued work, subsequent inspections/developments relative to same and review of additional information/conditions.