

FLORENCE COUNTY SUBDIVISION / PLANNED DEVELOPMENT CLOSE-OUT PACKAGE CHECKLIST

Subdivision Name: _____

Project Engineer: _____

C - Complete X – Incomplete N/A – Not Applicable

Req'd by County Engineering:

1. _____ Engineer's Letter/Certificate of Completion on Storm Drainage and Road Construction (Sec 28.6-49(12)(j))
2. _____ Memorandum of Agreement and Acceptance (Sec. 28.6-99 (c)(2))
3. _____ Final Inspection Memorandum from County Engineer (Sec. 28.6-99 (a)(2))
4. _____ Five sets of record drawings of all utilities and CAD file on CD (Sec. 28.6-49(12)(n))

Req'd by City of Florence (if applicable):

5. _____ Engineer's Letter/Certificate of Completion on Water and/or Sewer (28.6-49(12)(j))
6. _____ DHEC's approval on individual lots for septic tanks (if applicable) (Sec. 28.6-49 (12)(l))
7. _____ DHEC's Certificate of Final Approval to Place into Operation Water and Sewer Systems (Sec. 28.6-49(12)(l))

Req'd by Florence County Planning and Building:

8. _____ Owners Guarantee and Warranty in Affidavit form on Water and Sewer (Sec. 28.6-49(12)(b))
9. _____ Instrument of Conveyance on Water, Sewer, Easements, Storm Drainage, Streets and Traffic control devices (Sec. 28.6-49(12)(c))
10. _____ Certificate of Ownership, Dedication and Taxes Paid (Sec. 28-6-49(12)(a))
11. _____ Accuracy of Land Survey Certification (Sec. 28-6-49(12)(i))
12. _____ Road Repaving Guarantee (Sec. 28.6-49(12)(h))
13. _____ Plat Non-Revision Certification (Appendix B)
14. _____ Restrictive Covenants for Subdivision (Sec. 28.6-86)
15. _____ Certificate of Liability Insurance for any structures located within County ROW
16. _____ Road Maintenance Plan (If private roads in Planned Development (PD)) (Sec. 30-43(6))

Is Subdivision / PD in Floodplain? Yes No If Yes, Base flood elevation data / hydrologic and hydraulic engineering study is required. (if in floodplain and contains 50 lots or 5 acres, whichever is less)

17. _____ Letter of Map Revision (If located in Floodplain)

Is Escrow involved? Yes No

If Yes, provide engineer's cost estimate and list amount (Sec. 28.6-98): \$ _____

Comments: _____

Staffs' Signatures: _____