

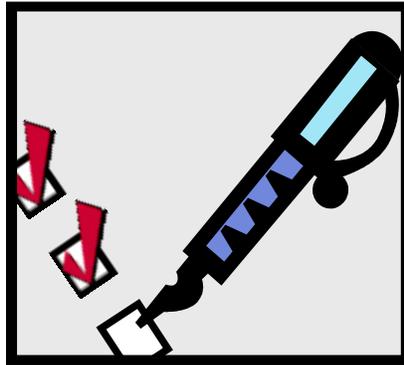
City of Charlotte Land Development Bond Administration



CHARLOTTE

*Surety Preferences Selection Form

(This form is a required attachment to the **Subdivision Final Plat Approval Form**)



*** Posting sureties is required for plat release in the absence of completed public improvements.**

Ref: { *City of Charlotte Subdivision Ordinance – 8.400 Modification of Requirements; Bond
Charlotte-Mecklenburg Land Development Standards Manual - III. C. 1. (b)*

As with any financial obligation, a thorough understanding of available options and consequent requirements, liabilities, and limitations will help ensure your satisfaction with the Land Development Bond Program. Please visit <http://charlottenc.gov/ld/BondAdministration/Pages/default.aspx> for a complete overview of the Land Development Bond Program, policies, procedures, reports, and current forms.

For questions/comments, please contact:

Bond Administration
Engineering and Property Management Department
Land Development Division
600 East Fourth Street, Charlotte, NC 28202-2844
Phone: (704) 336-6692

Thank You!

City of Charlotte Land Development Bond Administration

Surety Preferences Selection Form

Please give careful consideration to your selections - *once submitted, selection modification is not permitted.*

Project Information - all fields required

The "Project" is the Plat being submitted to the Charlotte-Mecklenburg Planning Commission for Approval.

Subdivision Final Plat Approval Form Date (Planning Commission Application): _____

Project Name: _____

Phase #: _____ Map #: _____

Owner Information - all fields required

The "Owner" is the party submitting the plat to the Charlotte-Mecklenburg Planning Commission for approval.
Following plat approval, Surety Requirement Notification will be provided to the Owner via email or fax.

Owner Company: _____

Owner Contact Name: _____

Title: _____

Department: _____

Email: _____

Phone: _____ Ext: _____ Fax: _____

Physical Address: _____ Suite #: _____

City: _____ State: _____ Zip Code (plus 4, please): _____

Mailing address: _____ Suite #: _____

City: _____ State: _____ Zip Code (plus 4, please): _____

Additional Contacts to Receive Surety Requirement Notification - optional

Name: _____ Email: _____

Name: _____ Email: _____

Surety Preferences – A selection is required for each section. Forms without completed selections will not be processed.

Note: once the estimate is produced, there will be no modification to the estimate unless a [Surety Action Request Form](#) is submitted with the required surety adjustment fee.

Developer Subdivision Surety (Select only one. If a selection is not made, the form cannot be processed.)

- A. **Do Not Credit Completed Work** – Upon plat approval, calculate/provide **all** surety amounts required/selected.
- B. ***Credit Completed Work** – Upon plat approval, perform site visit to verify completed work; calculate/provide **all** surety amounts as required/selected. I understand *I will not receive notification of the site visit date/time*, and 5 to 7 business days may be required from the date of plat approval for completion of the site visit, estimate calculation, and surety requirement notification.
- C. ***Credit Completed Work** – Upon plat approval, **defer site inspection/calculation** of **all** surety amounts as required/selected. I agree to notify Land Development Customer Service by phone (704.336.6692) at a later date to request a site visit to verify completed work. I understand *5 to 7 business days may be required* from the date of notification for completion of the site visit, estimate calculation, and surety requirement notification.

* No credit allowed for installed storm drainage or BMPs until as-built plan is approved. To receive credit for stone base, asphalt, curb & gutter, or sidewalk, 100% of the item must be installed unless this Form is accompanied by a scaled plan delineating the limits of work for which credit is requested.

Separate Sidewalk Surety (Select only one. If a selection is not made, the form cannot be processed.)

- A. **No** - Separate Sidewalk Surety is not desired.
- B. *** Yes** - Calculate/provide requirements for a separate Sidewalk Surety.

* Eligible lots must front right-of-way that is a part of the same plat; CO holds will be placed prior to Plat Release.

Other Surety Requirements (i.e., Tree-Planting, Right-of-Way Acquisition, BMP, etc.) will be calculated as required.

I have reviewed and understand the requirements, policies and procedures of the Land Development Bond Program as published on <http://charlottenc.gov/ld/BondAdministration/Pages/default.aspx> and have selected the options above based on that information.

Owner's signature (required)

Date (required)