

**Internal Use Only**

Date Received: \_\_\_\_\_

Received by: \_\_\_\_\_

Intake: Forward to Management Analyst



## SCHEDULE OF COMPLETION FOR BONDED IMPROVEMENTS

PROJECT NAME: \_\_\_\_\_  
(as on bond estimate request form and approved plan)

This form is intended to facilitate the completion of bonded improvements in a timely manner by assuring the developer has a schedule in place, and by providing this Department a means to assess the developer's ability to meet the completion date stated in the bond agreement. The developer must provide a completion date for each milestone listed below.

<u>Date</u>	<u>Milestone</u>
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### Public Roads

_____	Start of construction.
_____	Submit all paperwork in accordance with the County's "Public Road Acceptance Procedure" (certificate of completion, as-built plans, recorded plats, professional engineer certification for completed improvements, etc.).
_____	VDOT documentation of acceptance (request to Board of Supervisors to adopt resolution to accept road(s) into secondary road system).

### Private Roads

_____	Start of construction.
_____	Submit all paperwork in accordance with County's "Private Road Acceptance Procedure" (compiled report of CBR tests, stone depth inspections, and fill compaction tests, certified by a professional engineer, certificate of completion, as-built plans, recorded plats, professional engineer certification for completed improvements, etc.).
_____	Request 45-day inspection from County.
_____	Request final inspection from County.

### Water & Sewer Improvements

_____	Improvements dedicated and "acceptance" letter issued by the Albemarle County Service Authority.
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### Additional Bonded Subdivision Improvements (landscaping, pedestrian paths, sidewalks, etc.)

_____	Submit signed and sealed letter from a professional engineer listing and certifying that completed improvements are built according to approved plans and request inspection from County.
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**SCHEDULE OF COMPLETION FOR BONDED IMPROVEMENTS**

**By signing below, the owner/developer agrees to complete the bonded improvements in accordance with the above schedule. If, during the course of construction, the owner/developer finds they will be unable to meet the schedule, they must provide written justification to the County Engineer of the reasons preventing completion along with a revised completion schedule.**

\_\_\_\_\_  
**Signature of Owner/Developer**

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

**SCHEDULE OF COMPLETION ACCEPTED:**

\_\_\_\_\_  
**County Engineer**

\_\_\_\_\_  
Date

\_\_\_\_\_  
Subdivision/Road Performance Bond Completion Date