



PHASED BUILDING PERMIT ISSUANCE & OCCUPANCY AGREEMENT

Subdivision No.: _____

Developer Name: _____

Engineer of Work: _____

Prior to Building Permit Issuance:

Phase	Lot Nos.	Planning Requirements	Public Works Requirements

Notes:

1. This agreement establishes the requirements that must be satisfied prior to release of building permits to begin construction in each phase.
2. A minimum of five (5) lots must be identified for each phase.
3. Public improvement requirements will be determined based on providing basic access and fire suppression requirements for health and safety during construction, plus any grading requirements that must be satisfied prior to construction of foundations.
4. Add additional sheets if needed.

Prior to Building Permit Occupancy:

Item	Lot Numbers				
Lot pad grading elevation and compaction certification from EOW					
Lot drainage – swales, pipes, inlets, curb drains, basins, etc					
Lot drainage – positive drainage away from foundation					
Lot drainage – lot does not drain to adjacent parcels					
Lot slopes – planted with erosion control, conforms with plans					
Lot landscaping complete					
Lot driveway – free from cracks or other damage					
Lot driveway – proper slopes, width					
Lot fronting Sidewalk – free from cracks or other damage					
Lot fronting Sidewalk – proper slopes, width					
Subdivision roads and sidewalks complete from existing public road extending up to and fronting the parcel					
Subdivision drainage complete					
Fences or similar safety measures in-place to separate occupied lots from ongoing subdivision construction activities.					
Other:					

ACKNOWLEDGED:

Developer Date

Planning & Building Department Project Manager Date

Public Works Development Services Manager Date