

**POLICY AND PROCEDURE**  
**UNION PUBLIC UTILITY DISTRICT**

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DATE ADOPTED: 03/27/2024	MANUAL	POLICY NO. 3035
APPROVED BY: Board of Directors	POLICY TITLE <b>Procedure for Approval and Acceptance of Developer Improvements</b>	Pages 1-2

**PURPOSE OF POLICY**

The purpose of this policy is to establish certain procedures for the construction of improvements by developers and acceptance of such improvements by the District.

1. District Staff and the District Engineer shall review developer prepared improvement plans and associated documents for conformance with District Standards and the conditions of approval of the Facilities Extension Agreement of the project.
2. District Staff and District Engineer shall approve developer prepared improvement plans when the developer has:
  - a. Provided improvement plans and associated documents that conform to the District Standards and the conditions of approval of the Facilities Extension Agreement of the project.
  - b. Paid all applicable plan checking and inspection fees.
  - c. Posted a Faithful Performance Bond for 100% of the estimated value of District improvements to be constructed.
  - d. Provided insurance certifications and endorsements as required by the Facilities Extension Agreement.
  - e. Provided the necessary easements and right of entry authorizations.
3. Upon completion of the improvements, the developer shall request a formal inspection (“walk-through”) of the project by District Staff and the District Engineer for identification and listing of deficiencies. The General Manager shall also direct that a notice of completion to be filed in accordance with the requirements of the Public Contract Code.
4. Upon the developer's completion of the items of work identified in the listing of deficiencies and posting of the one (1) year warranty bond in the amount of at least 10% of the value of the improvements, District Staff and the District Engineer will recommend the completed improvements be accepted.
5. Any easements or dedications having been delivered in recordable form to the District and developer having provided evidence that there are no liens or other encumbrances on the improvement or the property.
6. Prior to expiration of the one (1) year warranty period, District Staff and the District Engineer will perform an inspection (“walk-through”) of the project for identification and listing of deficiencies.
7. Upon the applicant’s completion of the items of work identified in the listing of deficiencies found on the one (1) year warranty period inspection, District Staff and the District Engineer will request that the

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One (1) Year Warranty Bond be released.