

RESOLUTION NO. 425

A RESOLUTION MODIFYING SECTION I OF THE WILSONVILLE PUBLIC WORKS STANDARDS.


WHEREAS, the city staff has prepared a report on the above captioned subject which is attached hereto as Exhibit "A"; and

WHEREAS, the City Council has duly considered the subject and the recommendation(s) contained in the staff report; and

WHEREAS, interested parties, if any, have had an opportunity to be heard on the subject.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Wilsonville does hereby adopt the staff report attached hereto as Exhibit "A", with the recommendation(s) contained therein and further instructs that action appropriate to the recommendation(s) be taken.

ADOPTED by the City Council of the City of Wilsonville at a regular meeting thereof this 17th day of September, 1984, and filed with the Wilsonville City Recorder this same day.


WILLIAM G. LOWRIE, Mayor

ATTEST:


DEANNA J. THOM, City Recorder

CITY OF WILSONVILLE

MEMO

August 30, 1984

DATE

Council Meeting: September 17, 1984
Agenda Category: Legal Business

TO: MAYOR AND CITY COUNCIL

FROM: LARRY R. BLANCHARD
PUBLIC WORKS DIRECTOR

RE: RESOLUTION MODIFYING SECTION I OF THE PUBLIC WORKS STANDARDS

Attached you will find a resolution modifying Section I of the Wilsonville Public Works Standards. There are some basic reason for modifying this section of the Public Works Standards. The primary reasons for this modification is due to the fact that many references to requirements and code sections are no longer applicable. For example, the Subdivision Ordinance No. 16 is presently Section 4 of the Wilsonville Code. There are many other references to the Public Works Superintendent which should be modified to state the Public Works Director since this is the direct responsibility of the Director. There have also been some definitions added to the Standards and some additional pages added for forming the procedures for permitting and plan reviewing Public Works projects within this City. Many of the items that are mentioned in this modification to Section I are items that are already being processed by the Public works Department. However, it was felt that it was necessary to add this to Section I of the Public Works Standards so that all developers, permit applicants, or contractors would understand the processes by which the Public Works Department permits projects.

RECOMMENDATION: Approve resolution modifying Section I of the Wilsonville Public Works Standards.

lrb/sl

cc: Public Works Standards file

EXHIBIT "A"

STANDARD SPECIFICATIONS FOR PUBLIC WORKS CONSTRUCTION

in the

CITY OF WILSONVILLE, OREGON

SECTION I--SPECIAL CONDITIONS

1. INTENT

These Standard Specifications for Public Works Construction in the City of Wilsonville are intended to:

- a. Set forth uniform material and workmanship standards under which all public works facilities shall be constructed within the City.
- b. Supplement and complete the requirements of Section 4 of the Wilsonville Code and other prevailing ordinances as they relate to the physical construction of public works facilities within the City.
- c. Streamline the administration and construction of public works facilities within the City.

2. SCOPE

- a. These Standard Specifications for Public Works Construction in the City of Wilsonville shall cover all public and private street, drainage, water, sewer, and appurtenant facilities within the corporate limits of Wilsonville, whether constructed by the City, or constructed privately, which are to be turned over to the City for maintenance and operation.
- b. These standard specifications relate only to public works construction in the City, and should not be confused with building codes, zoning ordinances and other regulations for which procedures and standards have been established.
- c. These standard specifications may be amended or updated from time to time upon recommendation by the Public Works Director and appropriate action to do so by the City Council.

3. DEFINITIONS

The following definitions shall apply throughout these standards:

- a. City--The City of Wilsonville, Oregon.
- b. Council--The Common Council of the City of Wilsonville, Oregon.

- c. Commission--The Planning Commission of the City of Wilsonville, Oregon.
- d. Representative--A City representative appointed by the Council as follows:
 - 1) Public Works Department - Approved Public Works Director or designated staff persons.
 - 2) Technician - A City staff technician.
 - 3) City Engineer - A registered professional engineer or consulting engineering firm employed by the City. In the case of projects undertaken by the City with no outside engineering involvement, the term City Engineer may appear in the standards in the abbreviated form of "Engineer".
 - 4) All references to Public Works Superintendent shall mean Public Works Director or the duly authorized representative.
- e. Developer--An individual or firm who undertakes construction of a public works facility within the corporate limits of the City.
- f. Public Works Facility--Any facility constructed upon public right-of-way or public easement which is immediately or eventually to be taken over by the City for maintenance and operation. These facilities include, but are not limited to, streets, sidewalks, curbs, parking lots, driveways, drainage facilities, water system works and sanitary sewer systems.
- g. Standards--Shall mean these Standard Specifications for Public Works Construction as adopted for use in the City of Wilsonville, Oregon.
- h. Substantial Progresss--Shall mean amount of work completed which the City could then complete a final inspection.

4. AVAILABILITY

- a. Copies of these Standards or any subsection thereof are available at City Hall upon reasonable notice and payment.
- b. An engineer may, at his sole discretion, utilize the Standards by direct reference thereto in the contract documents prepared by construction of street, drainage, water and sewer facilities within the City. If such election is made by the engineer, contract documents shall contain the following statements:

"Material and workmanship shall be in strict accordance with the Standard Specifications for Public Works Construction of the City of Wilsonville. No changes from the approved project plans and specifications shall be made without prior approval from the City."

- c. The Standards are in outline form only, and shall not operate to relieve an engineer from his professional responsibilities during project design and construction. Any additional project requirements shall be set forth in the documents an Engineer prepares for the work. The City provides these Standards only as a convenience to facilitate development within Wilsonville.

5. FORM OF STANDARD SPECIFICATIONS

The Standard Specifications are in abbreviated or short form, and omission of certain words and phrases not essential to the meaning and interpretation of the specifications is intentional. Omitted words and phrases are to be supplied through inference by the reader.

The accepted abbreviations for various societies, associations and organizations are also used for the sake of brevity. Some of these are presented below:

AASHO	American Association of State Highway Officials
ACI	American Concrete Institute
ASA	American Standards Association
ASTM	American Society for Testing and Materials
AWPA	American Wood Preservers Association
CS	Commercial Standards - U. S. Department of Commerce
FEDERAL	Federal Specifications - Superintendent of Documents, Washington, D.C.
NCSA	National Crushed Stone Association
OSHC	Oregon State Highway Commission
APWA	American Public Works Association
FAA	Federal Aviation Agency

Unless otherwise specifically noted in these Specifications, references to various standard specifications shall mean the latest revisions of same.

6. CONTROL OF PUBLIC WORKS PROJECTS

- a. All public works facilities or facilities to become public, shall be designed by a professional engineer registered in the State of Oregon. At the completion of construction, the engineer shall submit a completion certificate to the City stating that all work has been completed in accordance with the approved project plans and specifications.
- b. All surveys for public works facilities shall be performed under the direction of a professional engineer or professional land surveyor registered in the State of Oregon. All elevations shall be referenced to USCGS datum, a list of acceptable bench marks is available at City Hall.
- c. Materials and workmanship shall meet or exceed the adopted Standards and at all times they shall be subject to the approval of the Public Works Department.

- d. Approval by the City of plans and specifications for water and sewerage facilities is contingent upon approvals for same being attained from the State Health Division and the Department of Environmental Quality.
- e. Upon completion of projects to become public works, a Developer or his engineer shall submit one complete set of reproducible "as-built" drawings as requested by the Public Works Department, for future reference, and shall show any deviations from the original construction drawings and shall include sufficient information to accurately locate water and sewer service extensions, reports on water and sewer line leakage tests, etc.
- f. Prior to acceptance of public works projects by the City for operation and maintenance, a one-year guarantee on all materials and workmanship incorporated therein shall be provided the City in one of the acceptable forms described hereinafter except when pertaining to street improvements where the warranty is either 3 years or 90% build-out. (See Street Acceptance Policies, page V-1).

7. PROCEDURES FOR CONSTRUCTING PUBLIC WORKS FACILITIES

a. Plan Check and Permit Application and Issuing Process

- 1) Plan checks and/or permits are to be performed and issued on the following construction projects within public rights-of-way, easements or areas to become public rights-of way or easements or as designated herein.
 - a) Construction, repair or replacement of utilities which will eventually become City of Wilsonville maintained and operated facilities including but not exclusively water, sanitary sewer, and storm drainage.
 - b) All private storm drainage systems on private property which discharge into a storm drainage system under the jurisdiction control of the City of Wilsonville. - plan check only
 - c) All private sanitary sewer systems on private property which discharge into a sanitary sewer system under the jurisdictional control of the City of Wilsonville. - plan check only
 - d) All private water systems on private property which utilize City water supplied by the City of Wilsonville. - plan check only
 - e) Construction, repair, or replacement of streets, sidewalks, curbs, or other street appurtenances within public rights-of-way or will become City of Wilsonville maintained and operated streets, sidewalks, curbs or other street appurtenances.

- f) Construction, repair or replacement of all other utilities including but not exclusively power, telephone, gas, and cable TV.
- g) All private water production systems, or wastewater disposal systems to be constructed on private property for private use, but within the City limits of the City of Wilsonville.

b. Permit Processing Requirements

- 1) All developers, contractors, Public Works Construction Permit Holders, Public Works Construction Permit sponsors shall pay the plan check fee before a plan review will be completed, and a Public Works Construction Permit Fee prior to issuance of a Public Works Construction Permit as stipulated in Table I-1, Public Works Plan Check Fee and Construction Permit Fee, page I-12.
- 2) a) Work Without a Permit: Whenever any work for which a permit is required by these Standards has been commenced without first obtaining said permit, a special investigation shall be made before a permit may be issued for such work.
- b) Investigation Fee: An investigation fee, in addition to the permit fee, shall be collected whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee required by these Standards or shall equal an amount set by the Public Works Director. The payment of such investigation fee shall not exempt any person from compliance with all other provisions of these Standards nor any penalty prescribed by law.
- 3) The following shall be completed or submitted prior to issuance of Public Works Construction Permit:
 - a) Prior satisfaction of all requirements of Section 4 of the Wilsonville Code, and other ordinances, rules and regulations pertaining to Public Works construction in the City of Wilsonville.
 - b) Four copies of detailed plans and specifications by a registered professional engineer registered in the State of Oregon included with these plans where applicable or as required by the Public Works Department shall be the following:
 - i. two sets of water system design calculations based on the City's design requirements.
 - ii. two sets of wastewater system design calculations based on the City's design requirements.

- iii. two sets of storm drainage system design calculations based on the City's design requirements.
- iv. two sets of other applicable utility installation plans as prepared by the proper authority. These plans shall also be incorporated in the construction plans and specifications.
- v. two sets of soils bearing tests as required by the Public Works Department for street systems designs to verify street section designs and alternatives.

- c) Four copies of a performance bond
 - i. Public Funded Projects - shall be made out to the City of Wilsonville in the amount not to exceed the total amount bid by the contractor.
 - ii. Privately Funded Projects - shall be made out to the City of Wilsonville in the amount to be designated by the Public Works Department. This bond shall guarantee materials and workmanship for the warranty period and it shall ensure the satisfactory repair or replacement of any public facility damaged during construction or during the warranty period.
- d) Four copies of a Certificate of Insurance.
 - i. Publicly Funded Projects - The Certificate of Insurance in this instance shall indicate that the contractor or permit holder, whichever the case may be, and each subcontractor thereto, is covered by public liability coverage in amounts of not less than \$100,000/\$300,000 liability and \$100,000 property damage.
 - ii. Privately Funded Projects - The Certificate of Insurance in this case shall be as stipulated in d) i. above.
- e) Submittal of all applicable federal, state, county or other jurisdictional approvals pertaining to such Public Works construction.

3) Plan Reviews

- a) If all requirements as stipulated in b 1 and b 2, a & b, above have been met, the plan review can proceed. However, it is highly recommended that the developer, engineer, or contractor meet with the proper Public Works employees prior to preparing plans and specifications in order to process the construction plan in shortest time possible.
- b) Plan reviews shall be completed in less than 10 work days unless the following is required:
 - i. In writing or orally, the Public Works Department shall request additional information to complete the plan review.
 - ii. The Public Works Department finds it necessary to meet with the proper persons to discuss the plan review.

- c) The 10 day plan review completion period shall not begin until the Public Works Department has received all additional information.
- d) The Public Works Department shall prepare a correction list to be sent to the appropriate permit applicant or responsible party which will indicate any deficiencies on the construction plans and specifications. The proper party shall then make the proper corrections and resubmit plans and specifications as required in Section 2 b, where applicable.
- e) Once the plans and specifications have been approved for construction, the Public Works Department shall issue a written notice of plan approval. The written notice of plan approval shall remain in effect for 90 calendar days from the date of approval. If no Public Works Construction Permit has been issued, the following shall be done:
 - i. A notice of plan approval expiration shall be sent to the responsible party.
 - ii. The responsible party must respond in writing to the Director requesting 180 calendar day plan approval extension.
 - iii. The Director shall reject or approve the request in writing and send the rejection or approval to the responsible party.
 - iv. If the request is rejected, the responsible party shall be required to resubmit for approvals the project as hereinbefore outlined.
 - v. If the request is approved, the responsible party has 180 calendar days in which they can be issued a permit. If 180 calendar day plan approval extension expires, the responsible party shall be required to resubmit for the approval of the project as hereinbefore outlined.

4) Permit Issuance

- a) The Public Works Department shall issue a permit when all the requirements listed in 7 a and b above have been met and the proper follow-up sheet shown on Page I-13 and I-14 has been completed.
- b) The Public Works Permit shall be valid for one year from the date of issuance. If time elapses on the permit, the following shall be done:
 - i. A Notification of Permit Expiration will be sent to the permit holder notifying them that their permit for the specific project has elapsed.

- ii. The permit expiration notice shall give the permit holder 30 calendar days in which to respond in writing to the Public Works Department for a request for permit extension.
 - iii. The Director shall reject or approve the request for permit extension in writing to the permit holder with the reasons for such approval or rejection.
 - iv. If the request for permit extension approval is rejected, the permit holder shall be required to resubmit for approvals as outlined in a & b above.
 - v. If the request is approved, the permit holder than has 180 calendar days to begin construction on permitted project and shall show substantial progress during this permit extension as determined by the Public Works Department. If no substantial progress has been made within the allotted time, no further permit extension will be granted, the permit fee shall be forfeited, and the permit must receive approvals as hereinbefore stated in 7 a & b.
- c. During Construction Services
- 1) Approved Plans
 - a) Plans stamped and signed by the proper Public Works Department employees shall accompany the permit.
 - b) The City will maintain two sets of approved plans and specifications, and the permit holder or contractor, whichever the case may be, shall retain one set of approved stamped and signed plans and specifications at the construction site at all times.
 - c) When referred to the project, the stamped approved plans and specifications will only be used, no other plan will be recognized as valid.
 - d) Any modifications to the approved plans shall be first approved and signed by the Public Works Department in accordance with requirements of 7 a & b hereinbefore stated.
 - 2) Pre-Construction Conference
 - a) The City, permit holder, contractor, project engineer, and other parties requested to attend or having interest to said project shall meet to discuss the project prior to beginning any construction.

- b) Notes of the meeting will be kept in City records and copies will be sent to all in attendance or having interest in said project.
- 3) Inspection, Testing, During Construction Services
- a) Permit fee shall cover the following items:
 - i. Meeting with the applicant, his engineer or agent to review the project, City Standards, specifications, ordinances, and procedures.
 - ii. Providing the applicant's engineer with information on existing conditions, facilities and capital improvements required.
 - iii. Providing information and data for any other jurisdictional, governmental, or utility entity approvals or construction installations.
 - iv. Reviewing all construction drawings, engineering, specification for changes in the original permitted project.
 - v. Making inspections necessary to assure compliance with City Standards and specification by the City. This does not include costs for compaction or materials testing.
 - vi. Keeping up-to-date files and records on the construction project to verify as built information.
 - vii. To basically provide services during construction of the project as provided in i-vii.
 - viii. If all costs expended by the City to complete i-vii are less than the permit sum as paid according to Table I-2, the City shall reimburse the permit holder that amount owing. If the City expends additional funds for services as provided in i-vii, the City shall bill the permit holder and no finalization or final payment for the project will be completed until the amount owing is paid.
 - b) Testing of Construction
 - i. The permit applicant shall pay in addition to the permit fee an amount as determined by the Public Works Department to defray costs to provide testing of compaction and materials installations in accordance with these standards and details.
 - ii. The amount shall be determined by the geotechnical review to be completed by the City's geotechnical engineering firm.

- iii. Any additional testing required due to failure of geotechnical testing, additional installation added to project, and modification to the overall plan shall be billed to the responsible party, and no finalization or final payment for the project will be done until the amount owing is paid.
- iv. An inspection criteria checklist shall be provided to the permit holder or contractor whichever the case may be outlining necessary inspection, however, in most cases the normal inspections are but not limited to the following:
 - No concrete shall be poured.
 - No pipe backfilled.
 - No subgrade prepared, base rock-level rock laid, pavement laid.
 - No manholes, catchbasin, cleanouts, fire hydrants, meter valves or other appurtenances within jurisdiction of the Public Works Department without an inspection being completed as outlined by the Public Works Department.
- v. The permit holder or contractor whichever the case may be shall give the Public Works Department a minimum of 24 hours advance notice before a required inspection. It is the responsibility of the permit holder or contractor whichever the case may be to obtain inspections and approvals for all work installed.
- vi. Failure to give advance notice for inspection, receive adequate inspections and violation of other regulations, ordinances, resolutions, rules and City Codes, as outlined herein can result in one or more of the following as determined by the Public Works Department for the City of Wilsonville:
 - Stoppage of work until problem is resolved.
 - Suspension of future inspections.
 - Not certifying project as complete in order to begin warranty period and eventual City acceptance for maintenance and operation.
 - Citation for violation of the Wilsonville Code and the penalties and provision as therein provided.

d. Final Inspection Process

See Section V.

e. Warranty Process

See Section V.

f. Acceptance Process

- 1) The City will provide the permit holder with a letter formally accepting the improvements for City ownership, operation and maintenance subject to the unusual exception as to the guarantee on materials and workmanship, when the following conditions are met:
 - a) Construction is complete.
 - b) The Director or his duly authorized representative has inspected the finished work and found it acceptable.
 - c) The permit holder's engineer submits a certificate of completion and reproducible "as-built" plans to the City as required under item 6 of these special conditions. Copies of water and sewer line leakage tests shall also be furnished the City.
 - d) The permit holder furnishes the City with a copy of a non-lien affidavit certifying that all bills in connection with the work have been paid in full.
 - e) Satisfactory provisions have been made in the form of recorded plats or easements to ensure the City's access to the public works facility for purposes of operation and maintenance.
 - f) Follow all guidelines set forth in the acceptance policies for water, sanitary sewer, streets and storm drainage, Section V.

8. PROTECTION OF EXISTING FACILITIES

- a. The approximate locations of underground City water, sewer, and drainage facilities are available at City Hall. The approximate locations of underground power, gas, telephone, and cable facilities are available from the serving utility companies. The locations of existing facilities shall be shown on the construction drawings for public works projects.
- b. The exact locations of underground facilities shall be verified in advance of public works construction, in cooperation with the public or private utilities involved.
- c. All existing underground and surface facilities shall be protected from damage during construction of public works projects.
- d. Any existing facilities not specifically designated for alteration or removal which are damaged during construction shall be restored or replaced to an "in kind" or better condition at the expense of the constructor.
- e. Suitable notice shall be given to all public and private utility companies in advance of construction for the purpose of protecting or relocating existing facilities.

9. IMPROVEMENT AGREEMENT

Where a developer must defer construction of a portion of the public works improvements to be constructed as approved by the Public Works Construction Permit, and has no adverse affect on the City's interests, the developer, permit holder, contractor or whatever the case may be, shall enter into an improvement agreement with City on the Improvement Agreement Form shown on Page I-15 and I-16.

TABLE I-1
 APPLICANT INSTRUCTIONS
 For
 Project Follow-Up Sheet Completion

WARNING: The APPLICANTS SECTION of the Follow-Up form is to be considered a legal document. Any willful falsification of authority or misrepresentation of signature will render the document fraudulent. Those persons responsible for false documentation will be liable for prosecution under existing G.R.S. regulations.

NOTE: Accurate information on the Project Follow-Up Sheet is essential. Please type or print all requested information for Items #1 through #7.

Item #1 Name of Project

Give the name of the Project as it will appear on the drawings. Include the Section, Range, Township and Tax lot numbers in the space provided.

Item #2 Owner/Developer

The Owner's or Developer's name given in Item #2 should be the same as the holder of the liability insurance on the project.

Item #3 Owner's Engineer

This shall be the principal Engineer on the project. The Owner's Engineer or his authorized representative will have jurisdiction on the project as set forth in the Contract Documents.

Item #4 Contractor

Item #4 is the principal Contractor on the project. He will be responsible for the declaration signature under PERMIT ISSUED heading of the Follow-Up Sheet after the plan review is completed and before the construction permit can be issued. The Contractor shall also show proof of insurance and post a performance bond for 100% of the construction costs at the time the permit is issued. Performance bonds are required for projects over \$5,000.

Item #5 Projects Contact Person

This shall be the name of the person who will be able to provide the City with authorized information, signatures, and legal authority on the part of the Owner.

Item #6 Estimated Project Cost

Estimate the cost of all construction in the Public right-of-way. The project cost should reflect the construction cost and not the assessed evaluation of the improvements. (For preliminary fee amounts see schedule below.)

Item #7 Owner Declaration

Read this carefully. The person authorized as Owner/Developer or the legal representative should sign this portion.

Be sure all spaces are filled in correctly. Submit the Follow-up Sheet, 3 sets of construction drawings, 2 sets of storm drainage calculations, 2 sets of sanitary discharge calculations, 2 sets of water consumption calculations and a copy of the permit issued by the City Planning Department to Public Works. Include the proper plan review preliminary fee.

TABLE I-2
 PUBLIC WORKS PLAN CHECK FEE AND CONSTRUCTION PERMIT FEE

TOTAL ESTIMATED CONSTRUCTION COSTS	PLAN CHECK FEE	CONSTRUCTION PERMIT FEE
(S)		
0 to 4,999	\$ 35.00	\$ 107.00
5,000 to 9,999	50.00	218.00
10,000 to 19,999	65.00	413.00
20,000 to 29,999	85.00	655.00
30,000 to 39,999	105.00	889.00
40,000 to 49,999	125.00	1,112.00
50,000 to 74,999	145.00	1,463.00
75,000 to 99,999	165.00	1,969.00
100,000 to 149,999	185.00	2,650.00
150,000 to 199,999	205.00	3,535.00
200,000 to 299,999	230.00	4,750.00
300,000 to 399,999	260.00	6,335.00
400,000 to 499,999	300.00	7,875.00
500,000 & Over	.0007 of Total Construction Costs	2% of Total Construction Costs

PROJECT FOLLOW-UP SHEET
 City of Wilsonville
 Public Works Department

Original

Revised

Permit Issued

Plans Approved _____
Date

Outside
 Permit
 Number _____

Permit Number _____
NUMBER

Permit Type _____

NOTE: Permits must be issued 90 days from the date placed herein

APPLICANTS SECTION

Applicant is to complete Items #1-#7

[ITEM #1] Name of Project _____

[ITEM #2] Owner/Developer _____
SECTION RANGE TOWNSHIP TAX LOT ACRES
NAME

[ITEM #3] Owner's Engineer _____
ADDRESS CITY/STATE PHONE
NAME

[ITEM #4] Contractor _____
ADDRESS CITY/STATE PHONE

[ITEM #5] Projects Contact Person _____
NAME PHONE CITY BUSINESS LICENSE #

[ITEM #6] Estimated Project Cost: \$ _____ Preliminary fee: \$ _____
NAME PHONE

[ITEM #7] I, _____ (Owner) do hereby agree by my signature below to the preliminary fee as stated above for a plan review fee knowing said fee is based upon the preliminary cost estimate as stated and is subject to change and hereby agree that a response on the above mentioned project may not be received, either verbally or in writing by the Public Works Department until 10 days from the signature date by the owner or his authorized agent. I further agree to comply with the above description plans and specifications as herewith approved by the Public Works Department and also with all rules, regulations, ordinances and resolutions pertaining to construction within Public R.O.W. or dedicated easements.

CORRECTIONS REQUESTED

OWNER/DATE

- 1). Revise and resubmitt for plans approval
- 2). Plans approved subject to corrections of items on attached sheet.

PLANS REVIEW EXPIRATION NOTICE

Ninety (90) days has elapsed since the construction plans you submitted on the above date were approved resulting in the expiration of your plan review approval. Enclosed you will find a copy of your construction plans. Prior to beginning construction on this project the construction plans shall be reviewed for finalization. A revised plan review application shall be completed and the fee paid prior to review.

PERMIT ISSUED

I, _____ do hereby agree by my signature below to assure that myself and all subcontractors under my direction and working on the above project shall have a valid City business license and hereby agree to forfeit all fines and penalties for failure of same. Such forfeiture will be with-held from my payment or retainage or added to the total cost of the permit.

TOTAL DUE \$ _____

CONTRACTOR/DATE

TOTAL PAID \$ _____

DATE

PUBLIC WORKS DEPARTMENT/DATE

***FOR CITY USE ONLY**

Final Plat Approval _____ DATE _____ Easements Approved _____ DATE _____ Recordation _____ NUMBER _____

TOTAL PROJECT ESTIMATED EVALUATION
(See Project Cost Estimate Worksheet)

Sanitary Sewer \$ _____ cost
Storm Sewer \$ _____ cost
Water Main \$ _____ cost
Street \$ _____ cost
Sidewalk \$ _____ cost
Sidewalk \$ _____ cost
Curb \$ _____ cost
Utility \$ _____ cost
Other _____

City Estimate \$ _____ cost

Plan Review Fee \$ _____
Permit Fee \$ _____
Total Paid \$ _____
Total Due \$ _____

STATE OF OREGON APPROVALS

Water _____ DATE _____ Sanitary _____ DATE _____

CERTIFICATE OF INSURANCE

DEVELOPER'S CO. _____ DATE EXPIRES _____

CONTRACTOR'S CO. _____ DATE EXPIRES _____

PERFORMANCE BOND

BONDING CO. _____ AMOUNT _____

SANITARY SEWER Basin _____ EDU _____ GPD Discharge _____

WATER SYSTEM Domestic meter size _____ Irrigation meter size _____
Project use _____

STORM SEWER Basin _____ Existing Capacity _____ Project Discharge _____
Detention required _____ Area: Parking _____ Buildg. _____

STREET SYSTEM Streets impacted _____
Current capacity _____ Additional increase _____
Design Capacity _____ Parking stalls _____ / _____
Truck trip factor _____ Total trip generator ^{AUTO} _____ ^{TRUCK} _____

STREET LIGHTING District _____ DUF'S _____

PLANNING COMMISSION CONDITIONS: _____
FILE No. _____

ITEMS SUBMITTED

SETS	SUBMITTED	DATE
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

CITY OF



P.O. Box 220 / Wilsonville, Oregon 97070
503 / 682-1011

IMPROVEMENT AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 19____, by and between the City of Wilsonville, a municipal corporation, hereinafter called the "City" and _____, hereinafter called the "Developer";

WITNESSETH:

WHEREAS, the Developer has submitted to the City Public Works Department for approval a plat /___/, Public Works projects /___/, for one or more types of construction Residential /___/, Commercial /___/, Industrial /___/, Public Works project; and

WHEREAS, the Developer has not met all the specifications and standards set forth for the approval of plats or Public Works projects as set forth in the Wilsonville Code and the Wilsonville Public Works Standards;

WHEREAS, the City Public Works Department has granted approval to the final plat /___/, Public Works project /___/, of the above mentioned project with the understanding that the Developer agrees to the following:

The Developer agrees that he shall complete, or cause to be completed on or before the dates hereinafter specified, and in accordance with the procedures and specifications set forth in the Wilsonville Code and Public Works Construction Standards of the City of Wilsonville, the following improvements, to wit:

- (1) Conditions of Approval*

IT IS AGREED, that said Developer is making these improvements to the specifications and standards on file at City Hall with the result that the City will accept said improvements as part of the City's Public Works facilities after said Developer completes the improvements and procedures to the satisfaction of the Director of Public Works.

IN WITNESS WHEREOF, The City of Wilsonville has caused this agreement to be signed by its Mayor and Director of Public Works, and the Developer has caused this agreement to be signed and sealed the same as the date and year first above written.

CITY OF WILSONVILLE, OREGON

By: _____
Public Works Director

By: _____
Mayor

DEVELOPER

By: _____

By: _____

Subscribed and sworn to before me this _____ day of _____, 19__.

NOTARY PUBLIC, STATE OF OREGON
My commission expires: _____