

Public Improvement Permit

Requirements: A Public Improvements Permit is needed if a public improvement is being built by an entity other than MoDOT, the City or their contractors. A public improvement is defined as *“any facility within a public right-of-way or a public easement which is owned or is intended to be owned by the city, including but not limited to grading, excavation, sidewalk, curb, gutter, street improvement, storm drainage and sanitary sewer”*.

Before approval for construction of Public Improvements the City must receive the following:

- 2% public Improvement fee
- Two year performance bond or letter of credit
- certificate of insurance
- Proof of approvals/permits from external agencies for sanitary sewer infrastructure must be provided
- Right of way or easement documents

The public works department issues public improvements permits for new street, storm, or sanitary infrastructure or detention areas that will be conveyed to the City upon completion.

Fee: The Public Improvement Permit fee is 2% of the construction estimate for the new infrastructure or detention area.

Approval and Acceptance: Upon construction completion and approval by Public Works, the improvements submitted to the Board of Alderman for acceptance by the City.

Bond Requirements: Except for projects involving only sidewalks, applicants must file with the City a guarantee the project shall be completely constructed in accordance to the approved plans and specifications and shall be free of defects due to faulty materials or workmanship for a period of two (2) years after the date of acceptance. A project will not be considered accepted until reproducible as-built plans of the project have been provided to the city and the city has provided the applicant with written acceptance. The guarantee shall be in the following form:

- (1) A performance and maintenance bond on approved forms in the amount of one hundred (100) percent of the approved estimated construction cost; or
- (2) An irrevocable letter of credit in a form approved by the city attorney in the amount of one hundred (100) percent of the approved estimated construction cost.

For projects that involve only sidewalks, if a building permit for the adjoining property has been obtained, a certificate of occupancy will not be issued until such time as the sidewalk is

complete and accepted by the City. The sidewalk will not be accepted until all forms are removed and the sidewalk backfilled.

The Public Works Department requires approval of construction completion and acceptance by the Board before releasing the construction bond. The two year performance bond period starts upon Board of Aldermen acceptance of the improvements.

Insurance Requirement: Public Improvements greater than \$10,000 require a certificate of insurance with the City of Grandview indicated as additional insured, on the policy against liability for personal injury and property damage with a combined single limit of at least two million dollars (\$2,000,000.00).

New Sanitary Sewer infrastructure: In addition to the above requirements for a Public Improvements Permit several other agencies must be contacted to determine if their permits are required, including the following:

- in many cases the Missouri Department of Natural Resources (MoDNR) must also approve installation of new sanitary sewer infrastructure and issue a construction permit. Their approval process requires a letter addressed to MoDNR from the City indicating approval of the construction plans. The Little Blue Valley Sewer district or Kansas City Missouri, depending upon which treatment facility is applicable, must also approve the additional flow to their treatment facility. MoDNR will require proof of this acceptance on their application as well.

For more information on MoDNR requirements refer to their website at:

<http://dnr.mo.gov>

- Little Blue Valley Sewer District Contacts:
Jeff Shook, Assistant Director
shook@lbvsd.org
21101 E. 78 Highway
Independence, MO 64057
816-796-7660 Ext. 116 (office)
816-935-2696 (mobile)
- Kansas City Missouri Sewer District Info:
<https://www.kcwaterservices.org/>

Tracer Wires: New requirements concerning the construction of sanitary sewer facilities have recently gone into effect and must be included in all plans. Following is a link to the legislation

that significantly changed Missouri 1 Call requirements and specify that tracer wires are required beginning January 1, 2016.

<http://www.house.mo.gov/billssummary.aspx?bill=HB1867&year=2014&code=R>

Note: The Public Works Department is in the process of amending its sanitary sewer standard drawings to address to new requirements.

Other Improvements

Right-of-Way Dedications: All right of way and easement documents, by plat dedication, or separate documents, necessary for the construction and operation of the project and future maintenance must be received and approved by the City prior to the start of construction.

Street lighting: New street lights are to be considered as part of the Public Improvement permit process. In most cases street lights in the City of Grandview are owned by KCP&L (Kansas City Power and Light) and leased by the City. Contact KCP&L to determine their infrastructure availability and requirements. An electrical permit is required by the Grandview Community Development Department for lighting installation. The Board of Aldermen must also accept the lights upon installation. Additionally, in some cases, meters for electrical service will need to be installed.