

CITY OF MURFREESBORO PROCEDURE FOR

Subdivision Development



Pre application Conference

1. Annexation Issues
2. Zoning Issues

Utility Availability
- Water - Electric - Sewer -etc.

Site Plan and Preliminary Plat Review
Design Review for Integrated Site Plan / Subdivision Development

Master Plan Approval for Standard Subdivision Development

Preliminary Plat Approval

Construction Plans for Public Infrastructure

Construction Plans Approval

Final Plat Approval

Final Plat for Public Infrastructure and to Create Lot of Record

Pre-Recording Execution
1. Execute Dedication Instruments.
2. Post Performance Surety for all Public Infrastructure
3. Obtain Signatures on Plat.
4. Settle "Payment in lieu of Construction"

Record Final Plat and Dedication Instruments

Pre-Construction Execution
1. Obtain all Permits for Land Disturbance.
2. Obtain Building Permits (some or all).
3. Provide Insurance Certificate.

Construct Infrastructure (Public and Private)
Install Binder and Surface Course After All Utility Cuts Have Been Made

Engineer of Record Certifies Construction of Public Infrastructure

Record Easements as-builts

Provide Documentation of Owners Association, if Applicable

Developer Posts 3 year Warranty Surety

City Accepts Public Infrastructure for Public Ownership and Releases Performance Surety
Final Certificate of Occupancy Can be Released

City Releases Warranty Surety After 3 Years

Pre-Construction Execution
1. Obtain Permits for Land Disturbance
2. Provide Insurance Certificates
3. Execute Development Agreement
4. Post Land Restoration Surety
5. Settle "Payment in lieu of Construction"

Construct Infrastructure

Engineer of Record Certifies Completion

Pre-Recording Execution
1. Execute Dedication Instruments
2. Post 3 Year Warranty Surety for Completed Infrastructure
3. Post Performance Surety For Final Asphalt Course
4. Obtain Signatures for Certifications
5. Provide Documentation of Owners Association, if Applicable
6. Release Restoration Surety

Record Final Plat and Dedication Instruments

City Accepts Infrastructure for Public Ownership

Install Final Asphalt Course and Post 1 Year Warranty Surety For Final Asphalt Course

Warranty Periods Expire (3 Years and 1 Year)

City Releases Warranty Sureties

Codes Review for Private Infra.
- Architectural Plans, etc.

Building Permit is Issued

Sidewalks / Lot Infrastructure is Constructed

Certificate of Occupancy is Authorized for Release