

Effective: 1/1/2016

PUBLIC WORKS AGREEMENT
Public Roads – Residential / Commercial / Industrial
CHECKLIST

Subdivision Name:

PUBLIC WORKS AGREEMENT

- A. PWA # - given by Engineering Division (see Road Construction Agreement Coordinator) prior to submittal of PWA package
B. Date – PWA is submitted to the Engineering Division
C. Subdivider
D. Subdivider’s Address

AGREEMENT

1. Subdivision

- E. Town -- Recognized by Post Office
F. Election District -- 1st, 2nd, 3rd
G. Subdivision Name, Phase, Section, etc.
H. Plat Recordation Reference -- Liber/Folio
I. Lot Numbers -- Building Permits under this Public Works Agreement
J. Lot Numbers – Building Permits that require a Private-A Public Works Agreement

2. Roads

- a. Road Name -- If phased project and part of the street was previously constructed, the street should be designated as an “Extension”
b. Length -- Length of road to be constructed
c. Station Nos. -- Should correspond with the approved road plans
d. Location -- N-S-E-W from nearest existing County or State road

3. Road Construction

- K. Road Plan Identification – Subdivision, Section, Phase, Part, etc.

4. Road Construction Bonding

- L. Bonding Method

8. Improvements and Amenities

- M. Preliminary Approval Letter Date
N. Check applicable Improvements and Amenities

13. Duration of Agreement

- O. Expiration Date of the Public Works Agreement and Bonding (Minimum 3 years from date of submittal)
Submitted: 2/1 – 6/30 Expiration: 7/1
Submitted: 7/1 – 7/31 Expiration: 7/31
Submitted: 8/1 – 8/31 Expiration: 8/31
Submitted: 9/1 – 1/31 Expiration: 8/31

15. Binding Effect

- P. PWA # -- as given by DPW and shown on Page 1
Q. Individual Developer, Partnership Developer, Limited Partnership Developer, Limited Liability Company Developer, Corporate Developer
MUST exactly match "Developer" on Page 1
Subdivider’s Phone Number -- including area code
R. Authorization to Enter into Public Works Agreement

Temporary Easement

- Complete Temporary Easement
Schedule A

EXHIBITS

Exhibit 1

- Schedule of Costs – Road Construction -- Preferably, previously approved by Engineering
Schedule of Costs – Stormwater Management -- Preferably, previously approved by Engineering
Attach Additional Cost Estimates – if applicable
Stormwater Management Interior Street Trees Recreational Area Facilites
Focal Point Plantings Sidewalks Trails Road Signs/Pavement Markings Other

OTHER INFORMATION TO BE SUBMITTED WITH PWA PACKAGE:

- Road Construction Bonding – on forms approved by Calvert County
Amenities and Improvement Bonding – if applicable – forms approved by Calvert County
Stormwater Management Interior Street Trees Recreational Area Facilites
Focal Point Plantings Sidewalks Trails Road Signs/Pavement Markings Other
Approved Road Plans – 5 sets, folded (if phased, each set must be red-lined)
Stormwater Management Agreements -- if applicable
Inspection & Maintenance of Private On-Site SWM Facility Agreement
Grant of SWM and/or Storm Drainage Easement and R/W toBOCC
Copy of Preliminary Approval Letter
Original Deed
Original Title Report w/ Backup Documents
Copy of Widening Strip Deed – if applicable
Recorded Subdivision Plat
Recorded Access and Maintenance Agreement for Shared Access Easements
Copy of Roadway Buffer Receipt from Planning & Zoning
Copy of Approved State Highway Access Permit -- one (1) copy, if applicable
Grant(s) of Easement,– Declaration of Easement and Maintenance Site Amenities, if applicable (i.e., sidewalk, lighting, etc), to be recorded upon execution of the agreement
License agreement for ornamental signs in the County right of way
Authorization of Signature (Authorized Person Assignment) Letter