

PERFORMANCE GUARANTEE (BOND) For SITE IMPROVEMENTS

Please check the appropriate boxes:

- Establishment
- Subdivision
- Reduction
- Special permit / Site Plan
- Release

APPLICANT / CONTACT: Name: _____
 Address: _____
 Telephone Number: _____ Fax: _____

PROJECT LOCATION: Street Address: _____
 Assessors' Map: _____ Lot(s): _____

DATE OF PLAN APPROVAL: _____ **DATE OF LAST REVISION:** _____

HISTORY OF PERFORMANCE GUARANTEE:

Date of Establishment: _____	Original Amount: _____	Completion Date: _____	Expiration Date: _____
<input type="checkbox"/> 1 st date of Reduction: _____	Reduced Amount: _____	Completion Date: _____	Expiration Date: _____
<input type="checkbox"/> 2 nd date of Reduction: _____	Reduced Amount: _____	Completion Date: _____	Expiration Date: _____
<input type="checkbox"/> 3 rd date of Reduction: _____	Reduced Amount: _____	Completion Date: _____	Expiration Date: _____

COMPLETE SITE IMPROVEMENTS: Please complete the [Performance Guarantee Checklist](#).

SUBMITTAL REQUIREMENTS: Check the appropriate boxes:

- Application fee (\$175 for establishment, \$125 for reduction)
- 10 copies of this application and all other supporting documentation
- 10 copies of the complete site improvement checklist

Subdivision

- A letter from a professional land surveyor certifying that all bounds have been properly installed as shown on the plan. The professional land surveyor shall affix his stamp to this letter.
- A letter from a professional civil engineer certifying the required improvements have been constructed and meet the requirements of the Planning Board. The professional civil engineer shall affix his stamp to this letter.
- An as-built plan showing the required improvements, said improvements including, at a minimum, the street lines, bounds, utility lines, hydrants, curb lines, sidewalks, trees, signs, retaining walls, drainage structures, and finish grading. The elevation of the rim and invert of any drainage or sewer structure shall also be shown on this plan. A professional land surveyor shall certify the accuracy of this plan and shall affix his stamp to the plan.
- An as-built Plan showing the service connections for water, sewer, and drainage service. A professional engineer shall certify the accuracy of these plans and shall affix his stamp to these plans.
- An as-built plan showing the profile of the road. A professional land surveyor shall certify the accuracy of this plan and shall affix is stamp to the plan.
 - A street layout and acceptance plan suitable for recording at the Registry of Deeds in a digital format compatible with the Town of Chelmsford CAD and GIS systems.
- An executed instrument transferring to the Town, without costs, valid unencumbered title to all underground electric lines, sanitary sewers, storm drains, and water mains, including any appurtenances thereto, constructed and installed in the subdivision or approved portion thereof. Said instrument shall convey to the Town, without cost and free of all liens and encumbrances, perpetual rights and easements to construct, inspect, repair, renew, replace, operate, and forever maintain such underground electrical lines, sanitary sewers, storm drains, and water mains with any manholes, pipes, conduits, and other appurtenances, and to do all acts incidental thereto, in, through, and under the whole of all streets in the subdivision or approved portion thereof. If any such underground electric lines, sanitary sewers, storm drains, and water mains have been constructed and installed in land not within such streets, then an easement extending a minimum of fifteen (15) feet in width on each side of the centerline of all such underground electric lines, sanitary sewers, storm drains, and water mains shall be granted to the Town.
- A letter petitioning the Town of Chelmsford for acceptance of the road if said road is proposed to become a public way.

Site Plan

- Written certification from a registered engineer, indicating that all site improvements (including utilities and stromwater management facilities) have been completed in accordance with the approved plans.
- Record Drawing (as-built) showing all site improvements, including utilities and storm drainage facilities as actually installed with each plan sheet bearing the registered engineer's stamp. Not required for structure less than 2,500 sq. ft.

See Performance Guarantee Procedures for more information.

For Department Use Only:

Date Received: _____

Reviewed by: _____