



City of Melissa
3411 Barker Avenue
Melissa, Texas 75454
Phone: (972) 838-2036

Project Name or Address: _____

Acceptance of Public Improvements

(Check all boxes that apply to the project)

- ☐ Subdivision Improvements Name of Addition _____
- ☐ Building Site Improvements Name of Addition _____
- ☐ No Improvements in Floodplain or ☐ Recover 100 yr. Floodplain Area
- ☐ Building to be Located in Floodplain Area – Type of Use _____
- ☐ Street Grading Improvements ☐ Water and Sewer Improvements
- ☐ Drainage Improvements ☐ Street Paving Improvements
- ☐ Lift Station Improvements ☐ Landscaping Improvements
- ☐ Off-site Improvements: _____

Application Checklist:

- ☐ Final Plat with signatures
- ☐ Filed Plat Instrument No.: _____
- ☐ Maintenance Bond _____% of the total cost of public improvements for _____ year(s).
Value of Public Improvements \$ _____ Provide backup documents i.e., contracts, etc.
Amount of Maintenance Bond \$ _____ Improvement Type: _____
- ☐ Maintenance Bond _____% of the total cost of public improvements for _____ year(s).
Value of Public Improvements \$ _____ Provide backup documents i.e., contracts, etc.
Amount of Maintenance Bond \$ _____ Improvement Type: _____
- ☐ Current Tax Certificate issued by Collin County Tax Offices
- ☐ Electronic copies of record drawings and supporting documents
(Both CAD & PDF are required).

Developer hereby certifies that all public improvements associated with the referenced project were constructed in accordance with all applicable City of Melissa Subdivision Ordinance requirements, the approved plans and specifications, and as shown in the as-built drawings submitted for the public improvements.

All responsibility for the adequacy of the design remains with the design engineer. The City of Melissa, in reviewing and releasing plans for construction, assumes no responsibility for the adequacy or accuracy of the design. Inspection of improvements by the City of Melissa does not relieve the subdivider, or his contractor, from ensuring that the improvements are constructed in accordance with the accepted plans and specifications.

Name: _____
Title: _____

Company: _____
Address: _____
Phone: _____

Signature

Date

The City of Melissa, Texas, acknowledges and accepts the dedication of public works improvements constructed in accordance with all applicable laws, plans and specifications.

The one (1) year warranty period begins upon the date of acceptance as indicated below.

Name: _____

Title: Nolan Harvey, P.E., City Engineer

Signature

Date