

**CITY OF MOBILE
ENGINEERING DEPARTMENT
RESIDENTIAL/COMMERCIAL STREET ACCEPTANCE PROCESS**

Prior to the acceptance of any street for maintenance by the City of Mobile, the following must be completed by and/or submitted to the City of Mobile (COM) Engineering Department. Subdivision plat cannot be signed until all of the following has been accomplished.

To be accepted by the COM, the street must be approved for acceptance via a resolution by the City Council. For a street to be placed on the City Council Agenda (meetings held on Tuesdays), all items, as listed below must be received two weeks prior to the City Council meeting where the project is to be voted on.

- ❖ Plans approved for construction (Land Disturbance Permit Process) – Including final inspection performed by COM Engineering Dept. pursuant to receipt of Engineer's As-Built Certification for Commercial and Residential Site Work. After final inspection and all Engineering comments satisfied, project will be signed off in Tidemark system.
- ❖ COM Engineering Department notified 48 hours prior to the beginning of construction of street buildup/paving.
- ❖ All phases of road construction, including, but not limited to subgrade, base, binder, wearing surface, inspected by COM Engineering Department staff.
- ❖ Construction core sampling reports submitted and approved upon completion of the project.
- ❖ Construction field notes submitted to the City.
- ❖ As-built plans (2 sets) submitted upon completion of project, along with any associated revised calculations.
- ❖ Letter requesting acceptance of streets for maintenance addressed to the Traffic Engineering Department. Request letter must designate all street names. Submit the letter and check to the Traffic Engineering Department and provide the Engineering Department with a copy of the letter and the check for the street signs. Provide check for street signs to be located at each intersection. Current cost for each standard street sign is \$115. If decorative street signs are desired, the cost is more (see Bill Metzger's pamphlet).
- ❖ Copy of court recorded property owners' association covenants.
- ❖ Storm drains videoed by Public Works with the entire system shown to be free of sediment and debris and in good condition, with any repairs/cleaning complete and re-videoed by Public Works.
- ❖ Two year bond for repairs submitted.
- ❖ Plat cannot be signed until streets have been accepted for maintenance. The proper procedure for plat submittal is to submit for review to the Engineering Department for a technical review (by the deadline mentioned above). Two (2) paper copies are required. Once any Engineering Department revisions are complete, submit one (1) reproducible and two (2) paper copies of the final plat. It is the Engineer's responsibility to obtain the following signatures on the plat in this order:
 - 1. Planning Commission 2. Traffic Engin. 3. Engineering Dept. 4. County Engineering
- ❖ Recording data must be submitted to the Engineering Dept. for developer/owner to obtain building permits.