

**FORM – N  
(Inspections)**

**CONTROL FORM FOR PROCESSING  
SUBDIVISION PLAN AND CONSTRUCTION**

Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

<u>DATE</u>	<u>TYPE</u>	<u>Signature of Inspector</u>
_____	State highway and/or Rochester Highway Surveyor curb cut Authorization on existing public way;	_____
_____	Clearing/ Grubbing/ and Excavating to firm sub-grade;	_____
_____	Fill & Grading to rough grade, may include sub-grade;	_____
_____	Bedding Water/ Sewer and drain pipes; Installing manholes/ catch-basins/ valves and Appurtenances;	_____
_____	Backfilling Trenches,	_____
_____	“As Built” – Drainage	_____
_____	Gravel Approval	_____
_____	Installing select gravel or crushed stone base (in 6 inch layers)	_____
_____	Rolling and Compacting to grade;	_____
_____	Compaction Test / Company Name	_____
_____	Setting curbing, catch basin inlets and grading, headwalls, retaining walls, other structural details;	_____
_____	Bituminous pavement - Binder or Base Course;	_____
_____	Bituminous pavement - Surface or Wearing Course;	_____
_____	Bituminous Walks, Binder and Surface Courses;	_____

<u>DATE</u>	<u>TYPE</u>	<u>Signature of Inspector</u>
_____	Street Signs & Bounds installed;	_____
_____	Grass plots; loaming and seeding;	_____
_____	Shade Trees Planting;	_____
_____	Adjusting manhole covers, catch-basin covers, valve covers, removing debris & leftover materials, correcting uneven spots, final clean-up, final inspection	_____
_____	“As Built” – Final	_____

SEE: SECTION VII: INSPECTIONS AND VERIFICATION

- A. In order to verify that the required improvements are constructed or installed in accordance with these Rules and Regulations and with the applicable technical standards, the Board, its agents, and employees of the Town shall be allowed access to the subdivision during the normal working hours while it is under construction. The applicant shall be responsible for ensuring that written notice (FORM – N - Inspections) is delivered to the offices of the Planning Board and Highway Surveyor upon the completion of each of the tasks enumerated below and at least three working days before commencing the next task or covering (backfilling) the work performed. Work covered prior to expiration of three working days after such notice may be required to be uncovered or dug up or may be considered to have been done not in accordance with these Rules and Regulations.
- B. Inspections by Board Members, Board’s Engineer, Highway Surveyor or members of his department, or by other persons designated by the Board, shall be required promptly upon completion of the following operations and before the work is covered.

With respect to water mains, services, hydrants, and appurtenances, the required inspections may be performed by the Marion Water District. Repeat inspections will be required if any work is found not to have been performed to the satisfaction of the Board, its Engineer, or the Highway Surveyor.

Rochester Planning Board

February 3, 2004