

RESIDENTIAL BONDING POLICY FOR FINAL GRADE



Applicability

This document applies to residential construction covered under a Building Permit.

“...In cases where final grade cannot be established because of **weather constraints** at the time of the final inspection, the permittee may request approval to obtain CO by posting a Fiscal Surety until all items are completed and approved by the Town. Temporary sediment controls are required at all times regardless of weather conditions.” –Section 8.7.2 TOCR TESC Manual

PART 1 - BONDING PROCESS

Bonds will be approved only in cases where final grade cannot be established because of adverse site conditions caused by weather at the time of the final inspection. Bonds for reasons other than weather-related site conditions will be considered on a case-by-case basis and are subject to denial.

Weather conditions are defined as persistent frozen (generally 6”+ of frost depth) or saturated conditions (generally 12”+ of saturation).

STEP 1: Complete and Submit the Residential Bond Request Form

- Complete** attached form.
- ✓ **BASE FISCAL SURETY** - The amount of fiscal surety is a flat amount based on the type of home.

TRACT HOME	CUSTOM HOME	MULTI-FAMILY
\$5,000	\$15,000	Active GESC Surety OR \$5,000

- ✓ **RETAINING/LANDSCAPE WALLS** - Manmade slopes greater than 33% grade require a properly designed retaining wall(s). Retaining/Landscape walls that cannot be installed before CO must be bonded. The amount of fiscal surety is based on blocks of 100ft² of wall area.

Each block of 100ft ²
\$4000

Example: Wall area is 166ft². Fiscal surety will be for two blocks or \$8000.

- ✓ **FEE**- A non-refundable **\$65 re-inspection fee** is required for permits that are bonding for CO.
- Submit** the completed form to request approval to bond before moving to STEP 2.
Submit through:
 - [eTRAKIT](#) – Upload form to the Building Permit and request a review through the inspection type **D:REQ BOND REVIEW**.

*The Town requires **24 hours to review** the form and determine if bonding will be allowed. **DO NOT PAY FEES AT THIS TIME.***

STEP 2: If approved, post fiscal surety and pay fee*

- The Town accepts surety paid by credit card, check, irrevocable letter of credit or performance bond. If posting a LOC or Bond, please pay the non-refundable \$65 reinspection fee separately. Payments can be made through [eTRAKIT](#) or the [Building Counter](#).

*If declined, proceed with submitting Final Drainage Certificate and schedule final inspection.

STEP 3: Schedule an inspection

- Schedule an inspection using the inspection type **D:FINAL-BONDED DESC**. This specific inspection type will communicate to the inspector that the project is being bonded for final grade and to inspect perimeter controls only. A final inspection prior to CO is required to ensure that temporary perimeter sediment controls as shown on the Plot/TESC Plan are installed and in acceptable condition.

PART 2 - BOND RELEASE PROCESS

Please Note: Steps 4 & 5 must be completed ***within 60 days*** of the date the Residential Bond Request Form is signed.

STEP 4: Complete final grade and upload Final Drainage Certificate

- Complete final grade, retaining walls (if applicable) and the Final Drainage Certificate in accordance with Section 8.7.3 of the TESC Manual. Upload the Final Drainage Certificate through [eTRAKiT](#).
- Request a review through the inspection type **D:REQ GRADE CERT REV**.

STEP 5: Schedule a D:RE-FINAL-BONDED DESC inspection

- Schedule an inspection using the inspection type **D:RE-FINAL-BONDED DESC**.
- ✓ **The Town will refund the entire surety within 30 days of completion of all of the above items. Reinspection fees are non-refundable.**

Important Links and Contacts:

eTRAKiT - Documents can be submitted, inspections can be scheduled and fees can be paid online through our eTRAKiT system at <http://etrakit.crgov.com/>

Building Counter:

Email: buildingcounter@CRgov.com

Physical Address:

100 N. Wilcox St

Castle Rock, CO 80104

Phone: 720-733-3527



The Town requires 24 hours to review form and determine if bonding will be allowed.

Residential Bond Request Form

Building Permit # or Address: _____

1. Are you requesting final DESC approval without final grade?

- YES - non-refundable \$65 reinspection fee applies.
NO - THIS FORM DOES NOT APPLY. Submit Final Drainage Certificate and schedule final DESC inspection.

2. Why are you requesting to bond?

- Persistent frozen conditions (generally 6"+ of frost depth)
Persistent saturated conditions (generally 12"+ of saturation)
Other (please explain): _____

3. What type of home are you building? Check one:

- Tract - \$5,000
Custom - \$15,000
Multi-Family without Active TESC/GESC Surety - \$5,000
Multi-Family with Active TESC/GESC Surety - \$0
TESC/GESC Permit # _____
TESC/GESC Surety Amount \$ _____

4. Will final grade require retaining/landscape walls?

- NO - \$0
YES - Check one. See page 1 of policy for explanation.
≤100 ft² \$4,000
101-200 ft² \$8,000
201-300 ft² \$12,000
301-400 ft² \$16,000
≥401 ft² \$20,000

5. Add total of all costs from questions above.

Table with 2 columns: Question, Amount. Rows: Q1. Reinspection Fee* (\$65), Q3. Surety Amount, Q4. Wall Surety Amt., Grand Total.

* If posting a LOC or Bond, please pay the non-refundable \$65 reinspection fee separately. Payments can be made through eTRAKiT or the Building Counter.

By signing below, I agree to 1) complete final grade, 2) complete retaining walls (if applicable), 3) submit a Final Drainage Certificate and 4) schedule a D:RE-FINAL-BONDED DESC inspection within 60 days of the below date. I have communicated to the homeowner that final grading and the final grade certificate will not be complete at closing and that landscaping should not be installed until all items above are complete and bond has been released by the Town. I release the Town of liability if landscaping is installed prior to final acceptance. I acknowledge that in the event all items are not completed within the above time frame, the Town has the right to draw on the surety to complete all outstanding items.

Print Name _____ Title _____

Signature _____ Date _____