



UNDERGROUND RESIDENTIAL DEVELOPMENT CHECK LIST
FOR ELECTRIC SERVICE

PROJECT NAME: _____

PROJECT ACCEPTANCE: _____ DATE: _____

JEA SIGNATURE

The following: Check List” will help you in complying with the requirements set forth in JEA Procedure Number CR40230COM-013,” and the “JEA Procedures, Standards and Specifications for Underground Conduit Systems.” The Developer is encouraged to contact JEA to obtain the current documents and checklists.

Initial requirements to begin JEA engineering process:

- () 1. **Letter of Intent**
- () 2. **Blanket Easement**, in the case of non-platted developments, with:
 - (a.) Opinion of Title (if you own the property)
 - (b.) Consent and Joinder (if there is a mortgage on the property)
 - (c.) Registered Survey of property
 - (d.) **Service will not be made hot until all easements are recorded.**
- () 3. **Preliminary Plat**
- () 4. **Digital CAD File** of Site Plan or Preliminary Plat and engineering drawings - formatted in accordance with JEA Specifications for Digital Files.
- () 5. **Street Names** approved by appropriate official, with the original stamp, signed and dated on Site Plan or Preliminary Plat.
- () 6. **Plans** to include the following:
 - (a.) Water, Sewage and Drainage Plans with Tap Details
 - (b.) Environmental Site Plans
 - (c.) Paving Plans with Details and Cross Section
 - (d.) Landscaping and Irrigation Plans (entrance way if applicable)
 - (e.) Gas Plan (if available)
 - (f.) Site Plan
- () 7. **Non-Residential Services** - i.e., lift stations, irrigation pumps, entrance signs, etc. with details and power requirements
- () 8. **Street Lighting Plan**
 - (a.) Public lighting must be approved by appropriate official and reviewed by JEA for compliance with JEA policy.
 - (b.) Private lighting must be submitted by developer and reviewed by JEA for compliance with JEA policy.
- () 9. **House footprints** on the plats for Zero lot line developments.
- () 10. **1”=200’ Scale Lot Plan** for submission to the City for addresses and street lights. Developers must obtain approved addresses and street light authorization in Clay and St. Johns counties.
- () 11. **Typical House size** _____sq. ft.
- () 12. **JEA Facilities** that may have to be removed or relocated.