

# Engineering & Landscaping Acceptance Checklist

## **Pre-Construction:**

1. Civil Engineering Submission
  - Site Plan Cover Sheet Drawing (optional)
  - Site Servicing Drawing
  - Site Grading Drawing
  - Storm Water Management Design
  - Erosion and Sediment Control Drawing
  - Standard Detail Drawings (optional)
  - Cost Estimate
2. Landscape Submission
  - Site Design Drawing
  - Details Drawing
  - Cost Estimate
3. Certificate of Insurance (COI)
4. Letter of Credit (LOC)
5. On Street Construction Permit (OSCP)
6. Site Servicing Permit (SSP)

**No site construction is permitted before the Development Supervisor's acceptance of the following 5 items:**

- ☐ The Civil Engineering Drawings
- ☐ The Certificate of Insurance (COI)
- ☐ The Letter of Credit (LOC)
- ☐ The On Street Construction Permit (OSCP)
- ☐ The Site Servicing Permit (SSP)\*

**\*Typically the approval of the Site Servicing Permit and payment of applicable permit fees result in the clearance to commence site construction.**

## **Construction Period:**

7. Engineering Inspections
  - No maintenance period - underground and surface (approval only).
8. Landscape CCC Inspections
  - Maintenance periods - private = 1 year & public = 2 years.

## **Commence Maintenance Period:**

9. Engineering & Landscaping As-Built Drawings and Record Drawing packages
  - As-Built Drawing review/approval
  - Finalized Record Drawing PDF and AutoCAD package
10. LOC Reduction (1 of 2)

## **Complete Maintenance Periods:**

11. Landscape FAC Inspection(s)
12. LOC Reduction (2 of 2)

Site Servicing Permit (SSP) & On Street Construction Permit (OSCP) applications available at:

[stalbert.ca/living-here/applications-licences-and-permits/site-servicing-permits/](http://stalbert.ca/living-here/applications-licences-and-permits/site-servicing-permits/)

[stalbert.ca/living-here/applications-licences-and-permits/on-street-construction-permits/](http://stalbert.ca/living-here/applications-licences-and-permits/on-street-construction-permits/)