City of Brampton

Planning, Building, & Growth Management Department

Construction Manual for

Subdivision Development

Table of Contents

CITY OF BRAMPTON

DATE: _____

The following items must be added to all pre-construction site meeting minutes.

PRE-CONSTRUCTION DATA REQUIRED:

1. Telephone number of Site Trailer is: _____.

2. The Consulting Engineer's representative on site is:

   _____.

   Office Number: _____

3. The Contractor's representative on site is:

   _____

   Office Number: _____

   Emergency Contact Telephone Number (After working hours):

   _____.

4. The Soil Consultant's Engineer representative on site is:

   _____

   Office Number: _____

5. The approved construction access is via: _____

   _____

6. Site Trailer office is located: _____

   _____

7. Bell Telephone, Hydro and Consumer's Gas have been notified of construction commencement.

8. Once construction commences, there shall be Construction meetings every two (2) weeks until Preliminary Acceptance.

9. The Developer/ Landscape Architect to arrange a pre-construction meeting prior to commencing any works on the Noise Walls and to arrange for soils Consultant to check and verify the footing.

10. List of material suppliers to be forwarded to City for review.

11. Copy of Contractor Health & Safety Certificate required for our files.

MAJOR CONSTRUCTION ITEMS

1. Developers and Contractors are required to adhere to City of Brampton Standard Specifications and Drawings. These official design and construction documents are available for download at www.brampton.ca

2. The Developer's Consultant Engineer and Soils Consultant Engineer shall provide FULL TIME inspection.

3. All silt control must be installed as per the approved ESC (erosion sediment control) plan before construction begins. Consultant's minutes should contain comments about silt control.

4. Bedding and sand cover material shall be checked at the source prior to delivery on site. Once on site it shall be checked again to verify suitability. On each occasion a minimum of three tests are to be completed.

5. The Soils Consultant shall plot all compaction tests, results on a plan and profile drawing which is to remain in the site trailer at all times. Compaction results for the berms are to be left in the trailer and included in the reports forwarded to the Manager, Development Construction

6. When utilizing flexible wall storm sewer pipes (up to 600 mm Dia., a Mandrel test is required prior to any road building activities. A minimum of 30 days must elapse after backfilling. T.V. inspection of the storm sewer pipe system, including all CB leads must be performed prior to placement of top asphalt.

7. Proof rolling is required on all sub-grade prior to the placement of any road materials, i.e. granular 'B' or crusher run limestone. A representative from the City and the Soils Consultant must be present.

8. The Soils Consultant shall issue a certificate of compaction acceptability prior to any road material being placed.

9. C-2 concrete (32 MPa at 28 days, 0.45 maximum W/CM, Air Category 1, 325kg/m^3) is to be used for all base curb, full stage curb and sidewalk. Supplementary Cementing Materials (SCMS's) shall be limited to a maximum of 25% Slag or 15% Fly Ash. Test cylinders are required.

10. Brampton B Bedding or High Performance Bedding is to be placed around all catchbasins to undisturbed ground.

11. Consultant approved Concrete and Asphalt mix designs are required for review by the City. Two weeks prior, or as soon as practical, concrete cylinders and asphalt samples obtained from the supplier's plant are to be tested as to conformance to City specifications. No material is to be brought onto the site without prior testing and approval. Minimum of 2 samples per day required.

    A.C. content requirements for:

    - HL1 - 5.0%
    - HL3 & HL3 (High Stability) – 5.0%
    - HL8 – 4.7%

    20% RAP for HL8 only

    NOTE: Please refer to BSS 1150 (Brampton Standard Specifications – Hot Mix Asphalt)

12. When intersections require the installation of traffic loops in the base asphalt; it will be the responsibility of the developer to maintain said installations. The Consultant should make themselves aware of these installations and prior to the placing of top course asphalt, contact the City Traffic Department, and ensure that the traffic loops are not damaged.

13. A pre-construction meeting is required before construction of noise walls/barriers commences. Noise walls/barriers are required prior to occupancy of the lot.

14. Street lighting is required to be operational prior to occupancy of the subdivision.

15. Recovered Penetration Test is required for base asphalt (HL8).

16. Emergency access routes must be hard surfaced (paver stone) and remain clear and free of vehicles, materials and snow at all times.

17. Review and completion of checklist prior to opening of Arterial Roads.

18. Maximum horizontal tolerance on catchbasins shall be 75mm.

    a) Maximum vertical adjustment of catchbasins via Moduloc shall not exceed 100mm. Any adjustment exceeding this amount shall consist of precast concrete collar.

    b) Maximum adjustment of catchbasin maintenance holes via Moduloc shall not exceed 300mm.

19. Maximum vertical adjustment of maintenance holes via Moduloc shall not exceed 300mm.

20. Half pipe bulkheads shall be installed at the downstream side of all storm maintenance holes where flow leaves site or as directed by City Staff.

PRELIMINARY ACCEPTANCES:

1. Completion of all applicable items on the Preliminary Acceptance Checklist.

2. All maintenance holes and catchbasins shall be constructed flush to base asphalt level.

3. All walkways shall be constructed and temporarily snow fenced.

4. Where required, CB's to have approved Orifice Control plates installed. RLCB to have no standing water.

5. All silt control measures including siltation control at ponds and RLCB shall be complete.

6. Construction of temporary Canada Post Location(s) complete with fencing (contact Mr. Christopher Fearon, Canada Post)

7. No inspections will be carried out by City staff until written confirmation has been received from the consultant indicating that the consultant has carried out an inspection and all deficiencies have been corrected.

8. All stockpiles to be safe with no vertical faces. Civil Consultant is to advise builders to continue this practice throughout construction period.

9. An inspection of all Aboveground and Underground Services is to be carried out with City staff. All noted deficiencies to be rectified.

10. Pond construction to be completed and inspected with City staff. Engineer to submit a certificate verifying operation and capacity.

11. All concrete and asphalt test results to be submitted to the City.

DAILY CONSTRUCTION CHECKS

* Ensure that the Consultant Engineer is completing daily checks

Bedding Stone

1. Adequate bedding stone under pipe (150mm) minimum or 0.15 x diameter. Use either Brampton “B” Bedding or High Performance/ Washed Chip Stone. Compaction is required if B Bedding is being used.

2. Adequate space between pipe and wall of trench (300mm) minimum.

3. Bedding stone filled to springline of pipe.

4. Sand cover over pipe (minimum 300mm to 600mm).

Pipes

1. Check pipes for any cracks or breaks.

2. Check that gasket is always in place.

3. Ensure pipes are pushed home - no more than 25mm space at joints.

4. Check grade and line.

5. In wet conditions and subject to the Soil Consultant's comments, 20mm clear stone may be utilized.

Maintenance holes

1. Adequate bedding stone under maintenance hole (minimum 150mm).

2. Ensure gasket is in place between sections.

3. Minimum 20 MPa Concrete under and around pipe from maintenance hole to at least the first joint.

4. All lift holes filled and parged.

5. Sand backfill around all maintenance holes

6. All sand backfill around maintenance holes to be jetted. May substitute sand for high performance stone. (no jetting required when using high performance)

7. In wet conditions and subject to the Soil Consultant's comments, 20mm clear stone may be utilized.

8. Installation, adjustment or rebuilding of concrete adjustment unit shall be installed according to OPSS 407 & OPSS 408.

Catchbasins

1. Adequate bedding stone under and around catchbasin to undisturbed ground.

2. Concrete under and around pipe from catchbasin to at least the first joint. (For concrete pipe only)

3. Check alignment and grade.

4. Ensure bedding stone around lead and lead is supported continuously.

5. Street catch basin grates are to have gap at back according to OPSD 400.110 and 400.010.

6. Backfill around all catchbasins with 20mm crusher run limestone or high performance/ washed chip stone.

7. Parging outside of CB required. No stones to be used for leveling purposes. Modu-tape between moduloc.

8. Installation, adjustment or rebuilding of concrete adjustment unit shall be installed according to OPSS 407 & OPSS 408.

Service Connections (refer to Region of Peel Standard Drawing No. 2-4-2)

1. Ensure bedding stone around lead and lead is supported continuously.

2. Check location of installed clean out and connections (minimum horizontal spacing).

3. Check that lead has adequate grade, ensure no back fall.

4. All connections to mainline must enter above springline of the mainline.

5. End must have watertight cap and marked with a 2" x 4" colored appropriately.

Rear Lot Catchbasins

1. Ensure lead is concrete encased (150mm minimum of 20MPA) from back of curb to installed catchbasin.

2. Check that all catchbasins sumps are filled with concrete, no standing water.

3. Rear lot catch basin grates are to have no gap at back. (herring bone pattern only for frame and cover, OPSD 400.020).

4. Vertical adjustments exceeding 300mm require a concrete collar.

Backfill

1. Ensure no large rocks or shale in first 300mm of sand lift to protect pipe.

2. This first lift to be lightly compacted. (i.e. plate tamper). The backfill must be a minimum depth of 900mm over the pipe before placing heavy compaction equipment in the trench.

3. Remaining lifts to be a maximum of 300mm in loose thickness compacted to 95% standard density.

4. The top 300mm of the sub-grade shall be compacted to a minimum of 98% of standard proctor density at the optimum content.

5. When material is ramped, ensure the ramped area is removed and re-compacted to 95% standard density.

6. Ensure granular material placed around maintenance holes is compacted to 100% standard density. Sand to be placed around maintenance holes and jetted. May substitute sand for high performance stone (no jetting required).

7. Brampton B bedding or high performance/ washed chip stone must be placed around all catchbasins to undisturbed ground from bottom of catchbasin to sub-grade level and jetted.

8. All frost must be removed from the sub-grade before placement of granular materials. No frost chunks will be permitted in the backfill material.

9. After a rainfall, the top 75mm to 100mm of wet backfill material must be removed before resuming backfilling operations. (or as directed by Soils Consultant)

10. If shale is encountered, careful excavation and backfill operations are required to ensure adequate compaction and minimum settlements.

a) Any shale or rock fragments larger than 300mm are to be removed from the trench or broken up.

b) Special care to be taken when excavating to prevent large cavities in the trench wall. The trench width is not to be increased with a bulldozer as this dislodges larger fragments of shale.

c) Should any cavities occur within the trench wall particularly in the bedding and initial backfill (i.e. pipe zone), these areas shall require extra care to be filled. Flooding techniques may be utilized on the recommendation of the Geotechnical Consultant and acceptance by the City.

d) Above the sand cover, the shale and clay overburden are to be mixed and pushed into the trench with a bulldozer. This procedure blends the material more thoroughly than dumping from a front end loader or truck. A small dozer is then used to distribute the backfill in 200mm maximum lifts. Each lift is compacted to 95% standard proctor density using a self-propelled vibratory sheep's foot roller.

e) Depending on the time of the year, the length of the trench section left open will be less then 200m to reduce the drying of the excavated material.

f) Granular backfill around maintenance holes and catchbasin must extend at least 0.6 m from the maintenance hole or catchbasin and must be installed in lifts before the native material is brought up.

g) Flood Procedure for obtaining Compaction - This method must be recommended by the Geotechnical Consultant and a specific procedure approved by the City. All other methods of compaction should be explored first before proceeding with flooding techniques.

h) When in shale, PVC storm sewers to be protected with 2" Styrofoam insulation to assist in the prevention of shale creep. To be reflected in as-constructed drawings.

Utility Trench Backfill

During the backfilling stages the use of high performance bedding is required up to the underside of the subgrade material

Sub-Drains

1. At single catchbasins, install 3m of 150mm helcor pipe on high side of catchbasin. A single catchbasin at a low point, requires helcor on both sides. At double catchbasins, install 3m of 150mm helcor pipe on both sides of catchbasins.

2. Insert subdrain 0.6m and wrap sock around helcor. Drainage holes on sub drain always down. Backfill with HL 6 clear stone or high performance/ washed chip stone to sub-grade.

3. Invert of sub-drain is always higher than obvert of lead to mainline.

Road Construction (Before Granulars)

1. No granular material is to be placed without Subgrade certification of proof rolling from Soils Consultant.

Proof-Rolling

1. No granulars to be placed before proof-rolling is approved by City and Soil Consultant. City staff must be present for proof-roll.

2. Use loaded tandem, loaded water truck, or grader. Walk with proof-rolling equipment. Identify soft areas. Excavate area and replace with dry material compacted to 98% standard density or utilize extra depth stone.

3. Ensure sand material or high performance around all maintenance holes is completed to sub-grade.

4. Sub-grade is graded to 3% cross fall and excavated limit is 150mm beyond back of curb.

5. 3% cross fall is to be maintained for all gravel and asphalt layers.

6. Any excavated areas are to be free draining and noted on the 'as-constructed' drawings.

Road Construction (Granular Material)

1. All granular material compacted to 100% standard density.

2. Water must be added to achieve full compaction.

3. Granular material limit is 150mm beyond back of curb.

4. Confirm compaction of granular road base prior to placing base asphalt.

Road Construction (Asphalt Material)

1. Maintenance holes and catchbasins to be flush to base asphalt, **no ramping.**

2. Asphalt curb completed behind all catchbasins.

3. Breakdown roller, rubber tired roller and finishing roller required to be used when installing asphalt.

4. Compaction of asphalt to be as per OPSD and confirmed by Soils Consultant.

5. Civil and Soil Consultants are responsible to verify depth every 20 meters minimum behind the spreader, and record on log sheets provided to the City, to ensure proper design depth is obtained.

6. Maximum length of cold joint is 180m or a minimum asphalt temperature of 85 to 100^0 C. Ensure contractor completes lanes to keep this cold joint at a minimum. (All joints to be stepped)

7. When completing cul-de-sacs, ensure rolling is completed parallel to straight curb not turning with radius of bulb area.

8. Coring of base asphalt shall be completed shortly after placement and to full depth of asphalt and granular. Core hole shall be filled with base asphalt immediately after coring. Frequency of coring shall be every 40 meters in alternating lanes.

Noise Walls and Fencing & Entry Features

1. Spot check depth of footings; footings to be domed, and poured up to finished grade not mushroomed. Sonotube required as per fencing standard.

2. Check for poor quality of wood i.e. rot; splitting; warping; large loose knots and spot check dimensions.

3. Check workmanship i.e. missing nails; missing caps; missing trim.

4 Check for gaps under the noise barriers, and always apply 2 coats of stain to the wood.

5. Check paint finish on chain link fence components (only allow powder coated factory paint on chain link fences). Vinyl coating only permitted on the mesh and the metal ties.

6. Maximum step in top of fence to be 6 inches. (No sloping of top of fence will be accepted)

The Developer is responsible for the design and to arrange for the construction of the above in accordance with the standards of the City. The drawings are submitted to the Open Space Development and Engineering Department for review and approval.

All fencing adjacent to valley lands and adjacent to designated Parkland Vegetation to be installed immediately after completion of the fine grading and sodding; or at the discretion of the Engineer and the Parks Maintenance & Forestry Division.

All fencing on abutting lots, especially noise barriers shall be installed according to the Subdivision Agreement.

Acoustic Fences and Masonry/Noise walls shall be covered by a three (3) year maintenance warranty period. Chain link, decorative and privacy fences are to be guaranteed for one (1) year.

<u>Retaining Walls</u>

1. Retaining walls are required where a 3:1 slope exceeds 0.6m. in height.

2. Design done by consultant to be reviewed and accepted by the City.

3. All retaining walls are to be concrete or concrete product; the use of timber will not be accepted. The backfill is to be compacted free draining granular material.

4. Retaining walls are to be constructed entirely on the upper lot.

5. The installations are to be inspected during construction and certified in writing by the Consulting Engineer as to conformity to design and suitability for the site conditions. The Lot Grading Certificate shall not be accepted until the Retaining Wall Certificate has been received.

6. Protective fencing of 1.2m in height required where the exposed retaining wall face height exceeds 0.6m. The structural stability of this wall must be able to withstand any extra forces exerted by the fence as well as the earth loads.

UNDERGROUND

INSPECTION GUIDELINE FOR RECTIFICATION REQUIREMENTS

	FAULT	RECTIFICATION	REASONS
Sewer Pipe	Dirt/debris in line	Clean and Flush Line	Preventative Maintenance
	Settled pipe Over 7.5% for 100-750mm dia Over 5% for 750+mm dia	Remove and replace settled area	Causes Ponding
	Broken/cracked pipe	Remove and replace damaged pipe	Possible infiltration
Maintenance holes	Loose gasket	Cut gasket and grout joint	Possible infiltration
	Loose steps	Tighten	Safety hazard
	Infiltration	Ensure maintenance hole is watertight	
	Safety inspection Step (platform)	Ensure correct installation	Safety Device
	Dirt/debris in maintenance hole Excess moduloc	Clean 300mm max, use concrete collar	
Benching	Spalling/honeycomb, poor workmanship	Remove and replace	Possible infiltration, future maintenance problem
Catchbasins	Alignment (75 mm. max. tolerance)	Realign	Proper maintenance and structural aspects
	Excess moduloc	100mm max., use precast concrete collar where necessary	Structural integrity of moduloc
	Sump (RLCB)	Fill sump with concrete	Maintenance/standing water

NOTES:

1. Maintenance holes are to be adjusted by the use of moduloc and/or precast maintenance holes sections.

2. The maximum allowable depth of moduloc is 300mm., i.e., top of frame and cover to top of concrete maintenance hole section, 450mm.

3. All pipe connections to maintenance holes and catchbasins are to be cut flush with the inside face of the structure.

4. All moduloc (outside only) and around pipe connections are to be parged. Stones or wedges are not allowed for adjustment. Concrete bricks or mortar bed are allowed.

5. Consultants are responsible for inspecting and issuing written certification that all deficiencies have been corrected prior to City inspections.

6. CB, RLCB leads, and all Storm, FDC & RDC sewers are to be video inspected at End of Maintenance, prior to Top Asphalt. Visual inspections are to be carried out for preliminary acceptance.

7. Sewer videos must be submitted well in advance of top asphalt to allow sufficient time for review.

ABOVEGROUND

INSPECTION GUIDELINE FOR RECTIFICATION REQUIREMENTS

	FAULT	RECTIFICATION	REASONS
SIDEWALKS	Spalled.	Replace bay.	Concrete not durable.
	Settled Longitudinally.	Replace at discretion of the City.	Pedestrian hazard.
	Settled Transversely.	If there is no crossfall, is reversed, or if ponding occurs - replace.	Poor drainage, pedestrian hazard.
	Cracked.	All cracked sidewalk shall be replaced to the satisfaction/discretion of the City.	Probability of deterioration in near future.
	Footprints, defaced, broken edges, surface imperfections, etc.	Replace bay.	Poor appearance - contractor is responsible to protect work.
	Poor finish (workmanship).	Replace bay.	Poor appearance.
	Poor construction/ Expansion joint.	Replace bay.	Pedestrian Hazard.

	FAULT	RECTIFICATION	REASONS
Curb & Gutter	Spalled.	Replace bay.	Concrete not durable.
All curb sections to be minimum 1.5m	Settled or displaced.	Greater than 10mm, replace	Poor appearance.
	Single crack in bay.	Replace bay at discretion of the City.	
	Single crack in bay greater than 5mm.	Replace bay at discretion of the City. All curb sections to be minimum 1.5m	
	Two cracks in single bay.	Replace bay.	Probable deterioration or settlement in near future.
	Broken edges.	If minor, at discretion of City.	Appearance.
		If major, replace bay.	Appearance.

	FAULT	RECTIFICATION	REASONS
Curb Depressions	Width of depression too large, or too small	Adjust depression as required. In line with garage wall.	
	Cracks.	See above for Curb & Gutter.	Appearance and structural capability
	Length of bay. Maximum 3m spacing on saw cuts	When rectifying curb deficiencies, the minimum length of bay replaced or remaining shall be minimum 1.5m.	
Paved Driveway Aprons	Settled, badly cracked or ravelled.	Break out completely and replace and re-compact. No partial replacement allowable.	Residents are generally opposed to a joint in an asphalt driveway
	Broken out when curb depression replaced or sidewalk replaced.	Restore to original condition.	
Paved Roads	Settled badly.	Remove asphalt, investigate base, fill to grade with compacted limestone, prime edges, hot mix.	Need of rectification obvious. May or may not be due to failure.

	FAULT	RECTIFICATION	REASONS
Paved Roads - continued	Slight settlement (ponding). (for top asphalt)	Remove full depth of top asphalt by grinding and hot mix as above. Note: No skin patching will be allowed.	Need of rectification obvious. May or may not be due to base failure.
	Alligator cracking on base asphalt	Remove asphalt and investigate granular road base. Replace with new materials and hot patch.	Need of rectification obvious. Base failure probable.
	Transverse Cracks (top coat)	To be determined by City.	Requires sealing to render watertight and prevent further deterioration.
	Segregation (Rock Pockets) Poor or rough surface (on H.L.3) Equipment damage/material handling	Grind out and replace full depth with hot mix (H.L.3).	Indicates porosity caused by poor workmanship or materials. Attempt to render watertight.
	Settlements adjacent to maintenance holes and catchbasins	Remove asphalt as directed by City, fill and compact void with limestone, apply tack coat, and hot mix.	General settlement has taken place, due to inadequate compaction or faulty construction in the first instance
	Loss of crown	Re-pave as required to rectify the problem, i.e. grind, pad (if required) and resurface.	Poor drainage must be rectified.

NOTES:

1. All removals and replacements (curb and sidewalk) shall require mechanical compaction of the base to 100% Proctor Density prior to placing

2. Expansion joint material for new sidewalk is to be used at every new truckload, and at the junction of old and new concrete faces. For top stage curb, saw-cuts will be placed every 3 meters. Rebar must always be protected during re/re works.

3. When curb and/or sidewalk sections are to be replaced, sawcutting is to be carried out at concrete/asphalt faces to remove the section as cleanly as possible and eliminate the necessity of asphalt patching. A compressor is to be utilized rather than a backhoe in removing the concrete sections.

4. All topcoat asphalt repairs (grind out 40mm. at centre) are to be from curb to crown unless otherwise directed by the City.

   All transverse repairs are to be made in a diamond shaped pattern and not at right angles to the direction of travel.

5. Where repairs to surface asphalt are permitted by the City around maintenance holes or other like appurtenances, diamond shaped pattern of repair is to be followed at elbows and cul-de-sacs only.

6. All top asphalt repairs, overlays, etc., to be minimum 40mm. thick.

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario
L6Y 4R2

Attention: _____

Trench Backfill (Partial) Certificate/Subgrade Proof Roll Certificate
Subdivision,

Brampton, Ontario

We have supervised all backfilling operations for Right of Way in the following section of the above noted development:

(STREET NAMES)

_____

_____

_____

We have taken sufficient tests during the course of the works to obtain a representative report of the backfill material used in the works. The final road subgrade has been proofrolled and any deficient areas have been rectified and it is now found to be suitable for the placement of the pavement structure specified for the project.

We do hereby certify that this work has been done in accordance with the specifications and requirements of the City of Brampton.

Sincerely,

_____ P. Eng.

STREET LIGHTING CERTIFICATION LETTER

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, ON
L6Y 4R2

Attention: *City of Brampton Development Inspector*

RE: **Street Lighting System Certification**
(Development/Developer Name)
(Name of Subdivision)
Our File:
Municipal File #:

We hereby state that all Street Lighting within the Registered Plan has been installed and inspected as per City of Brampton standards.

Attached is a copy of the Subdivision Street Lighting Assumption checklist.

Trusting the above meets your approval.

Regards,

[*Signature of Engineer*]

For: [Name of Firm]

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario
L6Y 4R2

Attention: _____
Manager, Development Construction

Dear Sir:

Re: Street Sign Inspection Request
Name of Subdivision
Registered Plan Number

We hereby state that all Street Signs within this registered plan have been inspected and meet all City of Brampton standards.

Trusting the above meets with your approval.

Yours very truly,

NOTE: This form is to be submitted prior to final clearance of Street Sign Inspection.

Date: _____

_____

_____

_____

_____

Attention: _____

RE: PRELIMINARY INSPECTIONS AND END OF MAINTENANCE INSPECTIONS
Subdivision Name:
Reg. Plans: _____
Planning File No.: _____

Please be advised that this Department will not proceed with any inspections until we are in receipt of a letter from the Consulting Engineer for the project certifying that the Consultant has carried out an independent inspection and all deficiencies of said inspection have been satisfactorily completed.

Copies of inspection guidelines are available upon request.

Yours very truly,

Luciano Totino, C.E.T
Manager, Development Construction
Tel: (905) 874-2539, Fax: (905) 874-2582
luciano.totino@brampton.ca

LT/KL

DATE

_____
_____
_____
_____

Attention: _____

RE:

Preliminary Acceptance
End of Maintenance
Underground Works
Aboveground Works
Subdivision
Reg. Plan: 43M-
File No.: C
21T-

Please be advised that

Preliminary Acceptance
End of Maintenance
Underground Works
Aboveground Works

is hereby issued effective _____ for the above project.

Regards,

Michael Zambri
Supervisor, Development Construction
Tel: (905) 874-2527, Fax: (905) 874-5982
michael.zambri@brampton.ca

MZ/KL

Encl.
cc: _____ - Inspector, Development Construction, P, B, & GM
Robert Gasper – Director, Road Maintenance & Ops & Fleet, PW & E
Anthony Magnone, Regulatory Coordinator, Building (PA)
Frank Massacci – Manager, Road Operations – PW & E (EoM U & A)
Doug Roeterink, Supervisor, Permits, PW & E (EoM A)
Salvatore Mattina, Manager, Contracts, PW & E (EoM U & A)
Rod Landry, Supervisor, Traffic Outside Services, PW & E (EoM A)

Werner Kuemmling – Sr. Manager, Parks Planning & Dev., PW & E (EoM A)
Ed Fagan – Director, Parks Maintenance & Forestry, PW & E (EoM A)
John Allison – Supervisor, Parks Maintenance & Forestry
Carlos Gomes – Supervisor, Contract Services, PW & E (EoM A)
Andrew Masiak – Sr. Operations Technician, PW & E (EoM A)
Shane Beirnes – Supervisor, Traffic Streetlight, PW & E (EoM A)
Chris Wootton – Supervisor, Program Plan, PW & E
Gaea Oake – Program Manager, IT, Corporate Services (EoM A)
Development Admin – Finance (EoM U & A)
Rob Ierullo, Supervisor, Construction Inspection, Public Works, Region of Peel (EoM A)
Andrew McGee – Tech.Analyst, Dev. Construction Inspection, PW, R.O.P. (EoM A)
Developer: _____

Note: Email only (no hard copies required)
attach copy of M-Plan
remove () bracketed notes in cc'd

Revised June 28, 2023

Date: _____

The Corporation of the City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, ON L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

RE: SWM FACILITY APPROVAL
Subdivision Name:
Registered Plan:
Planning File No.:

This is to confirm that the Storm Water Management Facility for the above noted project is functional and meets the design requirements for volume capacity.

Yours truly,

SIGNATURE

ENGINEER'S STAMP

Date: _____

_____
_____
_____
_____

Attention:

Re: Street Sweeping/Cleaning
Subdivision:
File No.: C_____
Reg. Plan: 43M- 1_____
21T -_____

A major portion of complaints received in this office are concerning the excess of dirt and dust on roads within new development areas.

Effective immediately, as per the conditions of the subdivision agreement, you will be required to have the roads, internal and external (as required), to be scraped, flushed and swept twice weekly as a minimum. This work is to be completed on the mid-week and the Friday or Saturday of every week.

An inspection will be completed the following morning and if at that time the flushing and sweeping has not been completed; arrangements will be made to complete this work with charges being invoiced to the developer for cost plus the appropriate administration fee.

Regards,

Michael Zambri
Supervisor, Development Construction
Tel: (905) 874-2527, Fax: (905) 874-5982
michael.zambri@brampton.ca

MZ/KL

cc: Development Admin – Finance
_____ - Inspector, Development Construction
_____ - Developer

Date:

_____
_____
_____
_____

Attention:

Re**:** **(Winter) or (Spring) Clean-up/Maintenance**
Subdivision Name_____
File No: _____
Reg. Plan: 43M- _____

With winter (or spring) rapidly approaching, your attention is required in order to have streets ready for winter maintenance. The following deficiencies have been noted:

1. Sweep and cleaned all roadways, including roadways leading from site. This shall include the cleaning of curb and gutter where top curb is in place.

2. Clean all street catchbasin sumps, maintenance holes with bulkheads, and oil grit separators.

3. Remove any building material, bins, or debris from Right of Way.

4. Backfill all sidewalks and curbs.

5. Asphalt repairs required around maintenance holes, potholes and ponding areas due to settlements.

6. All silt fences are to be functioning properly.

7. All scattered construction debris/garbage to be cleaned. This is to include materials strewn from site.

8. Remove all advertising signs and stickers that are not approved by the City (e.g. street signs and light posts, etc.).

9. Repair all damaged street signs.

10. Fill any missing sections of top curb behind catch basins with HL8 asphalt.

11. _____

We would expect that any work required would be completed prior to _____. After this date the City's Development Contractor will complete any repairs and your clients will be invoiced accordingly. (Note: to be used in Winter Maintenance letters) The Developer's Consultant is to take steps to ensure that winter road maintenance is undertaken as required to prevent damage to plowing operations.

Regards,

Michael Zambri
Supervisor, Development Construction
Tel: (905) 874-2527, Fax: (905) 874-5982
michael.zambri@brampton.ca

MZ/KL

cc: _____ Inspector, Development Construction
_____, Developer

Pending: _____

DATE_____

_____
_____
_____
_____

Attention: _____

Dear Sir:

Re: Notice of Default
Subdivision
Reg. Plan _____
Planning File No.: _____

_____

An inspection of the above project indicated that _____
_____
_____
_____.

The above represents a deficiency and it has been determined that rectification is required. Be advised that you have ten (10) days from the date of this letter to complete these works, or at least significantly commence the rectification operations. Should this work not be completed or significantly commenced within ten (10) days of the date of this letter, you will be considered to be in default of the terms of the subdivision agreement. Accordingly the City will arrange to have the work completed and you will be invoiced for the cost plus the administration fee as specified in the agreement. You will be given ten (10) days to make payment of this invoice plus the administration fee, and should payment of this invoice not be forthcoming, the City will make arrangements to have the Letter of Credit drawn upon for the full amount plus the administration fee.

By copy of this letter to the Contractor working for the City who will complete this work; should you fail to do so within ten (10) days and by copy of this to our City Treasurer, we are advising them to be prepared to take action.

Regards,

Michael Zambri
Supervisor, Development Construction
Tel: (905) 874-2527, Fax: (905) 874-5982
michael.zambri@brampton.ca

cc: _____, Inspector, Development Construction
Development Administration, Finance
_____, Developer

Pending _____

Lot Grading Certification Procedure

The Consulting Engineer will forward Plot Plans to the Lot Grading Technicians for review. Plot Plans are to be reviewed and stamped by the Lot Grading Technician. Any changes to reviewed Plot Plans must be re-submitted to Lot Grading Technician for approval.

When Lots/Blocks are ready for inspection, the Consultant Engineer is required to advise the Lot Grading Technician that they have been graded and sodded in accordance with the reviewed plot plans and overall grading plan. The inspection is to be completed **no earlier than two (2) months** after placement of the sod. The Consultant Engineer will create a deficiency list for all Lots and Blocks during the inspection. The completed deficiency list will be forwarded to the Builder and Lot Grading Technician as soon as possible. The work to correct the noted deficiencies is to commence by the Builder no later than two (2) weeks after the initial inspection. Once all the deficiencies on the list are rectified, the Consultant Engineer is to arrange for a re-inspection with the Lot Grading Technician. All repairs will be to the satisfactory of the Civil Engineering Consultant and Lot Grading Technician. It should be noted that if the builder will not correct the work as instructed by the Consulting Engineer, the responsibility will fall directly upon the Developer.

Lots/Blocks which may require a major change on site than previously approved requires the use of Letter A (Interim Lot Grading Variance Certification Letter) with an attached revised As Construct Plot Plan. All adjustments on site must be approved by the Civil Engineering Consultant.

Lots/Blocks that have been cleared of any deficiencies and conform to the approved Plot Plan and overall Grading Plan can be certified using Letter B (Interim Lot Grading Certification Letter).

Once all Lots and Blocks are certified within the subdivision, Letter C (Final Lot Grading Certificate) must be submitted indicating that all properties in the development have been constructed in conformity with the approved overall grading plan. This in no way relieves the Developer of his responsibility to rectify any grading deficiency problems that may arise prior to assumption of the subdivision. If applicable, this letter must note that vacant Lots/Blocks have positive drainage with no standing water, and that approved erosion control is in place.

The following Lot Grading Certification Letters must be used and will only be accepted for this lot grading certification procedure. **Letters A and B are to be submitted on an interim basis as lots are inspected and certified. Letter C is to be submitted once all lots are certified prior to assumption.**

(Subdivision Name)_____
(Address)_____
_____
_____

Attention:

Re: Lot Sodding
(Subdivision Name)
Reg. Plan: 43M-xxxx
File No: C__W__.___
21T- _____

Our records and field inspections indicate that there are lots within the captioned subdivision, which were occupied after June 15th, **(Year)**. Your subdivision agreement requires all residential lots and blocks to be sodded within six months after the date of occupancy, except for dwelling units occupied between November 1 **(Year)** and June 15 **(Year)**, which must be sodded by June 30 **(Year)** following such occupancy.

Please ensure that this work is completed by June 30th, **(Year)**. Should the work remain outstanding, the City will arrange to complete it at the developer's expense, which will include our stipulated administration fees.

I trust that we will receive your full co-operation in this regard and I suggest that you call ***(Lot Grading Inspector Name)*** at ***(Office Phone Number)*** with a schedule of the anticipated completion date. Further, be advised that no other notices will be given.

Regards,

Michael Zambri
Supervisor, Development Construction
Tel: (905) 874-2527 Fax: (905) 874-2582
micheal.zambri@brampton.ca

(Administrative Staff Initials)

Attachment

cc: ***(Name)*** – Lot Grading Technician, Planning, Building and Growth Management
(Name) - Developer

Pending: June 30, (Year)

LETTER A

INTERIM LOT GRADING VARIANCE CERTIFICATION LETTER

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, ON
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Dear Sir:

Re: Interim Lot Grading Variance Certification
(***Name of Subdivision***)
(Lot or Block No. ……..)
(***Registered Plan Number), (21T Number)***

I have checked the field elevations with respect to the final grading on the above lot(s)/blocks(s) and hereby state that the final grading is not in accordance with the approved grading plan. However, it is satisfactory with revisions to the official grading plan as indicated on the attached drawing. I hereby certify that a variance in grading will not alter the overall drainage on the adjacent properties as specified on the overall grading plan.

Yours truly,

[*Signature of Engineer*]

For: [Name of Engineering Firm]

Engineer's Stamp

INTERIM LOT GRADING CERTIFICATION LETTER

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton ON
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Dear Sir:

Re: Interim Lot Grading Certification
(***Name of Subdivision***)
(Lot(s) or Block(s) No. ……..)
(***Registered Plan Number), (21T Number)***

I have determined the field elevations with respect to final grading on the above lot(s)/blocks(s) and do hereby certify:

1. Where maintenance holes and catch basins are present on property, all have been raised to the final grade, are uncovered and in a clean condition.

2. Driveways have been constructed to the latest City Standard.

3. The building construction and the grading of the lot is In conformity with the overall grading plan.

Note: Slight modifications to the actual grading may have been implemented but all modifications have been reviewed and accepted by the Development Construction Section.

.

Yours truly,

Engineer's Stamp

[*Signature of Engineer*]

For: [Name of Engineering Firm]

FINAL LOT GRADING CERTIFICATION LETTER

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, ON
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Dear Sir:

RE: Final Lot Grading Certification
(***Name of Subdivision)***
(***Registered Plan Number), (21T Number)***

We hereby state that the lot grading in the above subdivision adheres in principle to the grading as proposed on the original approved Engineering Plans.

Trusting that the above meets with your approval.

Yours truly,

[*Signature of Engineer*]

For: [Name of Engineering Firm]

Engineer's Stamp

LETTER A

RETAINING WALL CERTIFICATION LETTER

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, ON
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Dear Sir:

RE: Retaining Wall Certification
(***Name of Subdivision)***
(Registered Plan Number), (21T Number)
(Lot ____)

We hereby certify that the retaining wall at the above location has been constructed in accordance with the design drawings prepared by _____.

We also confirm that the wall is suitable for the type of loading and for the geotechnical condition of the said location.

Yours very truly,

[*Signature of Engineer*]

For: [Name of Engineering Firm]

Engineer's Stamp

(NOTE: This form is to be submitted prior to the lot grading certificate. The lot grading certificate will not be accepted until the retaining wall certificate has been submitted.)

ACOUSTIC ENGINEER'S LETTERHEAD

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario
L6Y 4R2

Attention: (Environment Technologist)

Re: Certification of Completion of Noise Attenuation Works
(subdivision name and phase)
Registered Plan 43M *(number)*
(owner)
(property location)
(city file number)

As required by the Subdivision Agreement, we certify that all noise attenuation works pertaining to the above mentioned subdivision have been completed in accordance with City of Brampton standards and the *(title and date of approved acoustical report)* prepared by *(company name)*.

We inspected the site on *(dates)* and confirm that all *(lots/blocks/units)* identified in Section 1 of the Noise Attenuation Statement have been constructed with all required attenuation works.

In addition, the length, height, material, location and workmanship of the acoustic fences were inspected and found to be acoustically acceptable and in accordance with City of Brampton standards and the above mentioned report.

Yours truly,

Engineer's Stamp

(company name)

(signature and stamp of a Consulting Engineer)

cc: _____, Development Inspector – Planning, Building and Growth Management

Date: _____

City of Brampton,
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario.
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Dear Sir:

Re: Berm Elevation Certification
Name of Subdivision
Registered Plan Number

We hereby state that the grades for the berms for the noise walls are within 150mm of the design grade as proposed on the original approved Engineering Plans for the above subdivision.

Trusting the above meets with your approval.

Yours very truly,

Engineer's Stamp

NOTE: This form is to be submitted prior to commencement of construction of the noise walls.

SUBDIVISION TOPSOIL REMOVAL PERMIT
GENERAL NOTES AND APPLICATION CHECKLIST

Project Name: _____

File No: _____

Developer: _____

Consultant: _____

Location: _____

____ **Copy of the permit application duly completed and signed by the owner.**

____ **Copy of Archeological Survey & clearance letter from Ministry.**

____ **Letter of Credit based on $3000.00 per/Ha of disturbed land. The LC should be according to City Treasury format and indicate that it covers topsoil stripping and/or pre-servicing.**

____ **Approval from CVC or TRCA authorities concerning earth works in regulated areas.**

____ **Clearance from Open Space group regarding tree preservation. (Please note that all park and vista blocks are to be fenced upon completion of earthworks).**

____ **Send archeological reports and ministry clearances (digital copies) to our Heritage Group for review and clearance.**

____ **Favorable comments from City Planner.**

____ **Administration Fees to be submitted. (See permit application for amounts/formula).**

____ **Copy of Phase 1 environmental report and any subsequent reports.**

____ **2 copies of all ESC drawings for our review and approval.**

____ **Soil Management Plan and/or Declaration Letter (see Interim Guidance for Site Alteration).**

____ **Contact City of Brampton Permits Group (905-874-2517) to obtain a road occupancy permit if applicable. Permit may be required from Region of Peel if access point is from regional road.**

GENERAL NOTES

- All sediment and erosion control measures shall be installed and in proper working order prior to the stripping of any topsoil, the exact location to be determined in the field and is to be approved by the City.

- Any trees selected by the Landscape Architect for preservation to be protected by snow fence. Landscape Architect to indicate any trees that are to be transplanted.

- Prior to construction, the Landscape Architect to notify the Manager, Open Space of the completion of tree protection/hoarding.

- All erosion and sediment control measures shall be routinely inspected and maintained in proper working order and cleaned periodically as required by the Director, Environment and Development Engineering.

- All construction vehicles shall enter and exit the site via the approved construction access only.

- All topsoil piles shall be surrounded with sedimentation control fencing. All piles which are stocked for more that 30 days shall be seeded.

- Sediment which collects in the temporary sediment control facilities will be removed when facility is half-full.

- Written approval is to be received from Parks Planning and Open Space department prior to stockpiling topsoil on any park block or prior to removal of topsoil from the subdivision.

- Park and vista blocks are to be fenced upon completion of earthworks.

- Soil Management Plan will be required whenever fill is imported or exported from the subject site. If no importing or exporting of fill then a declaration letter shall be submitted. (Refer to Interim Guidance for site alteration document).

BRAMPTON Flower City
brampton.ca

Public Works & Engineering
Road Maintenance Operations & Fleet

Permit Number:
(office use only)

Topsoil Stripping/Fill/Grading Permit Application

Property Owner Name: _____
Property Address: _____
Owner Phone Number: _____ Email: _____
Contractor Company: _____
Contractor Name: _____
Contractor Phone Number: _____ Email: _____

Filling: ☐
Grading: ☐
Top Soil Removal: ☐

Date of Application:		Fill/Grading Residential:	$50.00
Permit Start Date:		Fill Other Property:	$125.00
Permit End Date:		Top Soil Removal:	$500.00 + $25.00/hectare

(office use only)

Description of Work:

_____

_____

Application to be accompanied by a sketch of proposed work.

Comments and conditions:

(office use only)

Additional Conditions
(Office use only)

The Applicant agrees to:

1) Cease work until a permit has been approved and issued.
2) Abide by all requirements as set out in By-Law 143-95.
3) Complete all work to municipal standards and to the satisfaction of the Commissioner of Public Works & Engineering.
4) Maintain the cleanliness of municipal right-of-way if material is being transported. Report all damage to City of Brampton owned infrastructure.
5) If applicable, provide a deposit in the form of a certified cheque in the amount of $_____ as security for the performance of the work as detailed on the approved plans.
6) Allow the City or its representatives to enter upon the land to complete certain works at the Applicant's expense that the Applicant has defaulted on.
7) Provide a plan(s) satisfactory to the Commissioner of Public Works & Engineering as required by Section 3 of By-Law 143-95 within 30 days of the application date.

Declaration of Property Owner:

I _____ _____ declare that:
(Print name) (Property Owner Signature)

1. The information contained in this application, attached schedules, attached plans and specifications, and other attached documentation is true to the best of my knowledge.
2. The contractor identified above has been obtained to carry out these works.

Reviewed By:	Date:
Approved By:	Date:

(office use only)

Submit completed applications to:

The City of Brampton – Public Works & Engineering
1975 Williams Parkway
Brampton, Ontario L6S 6E5
Email: roa.permits@brampton.ca
Fax: 905.874.2599

The personal information on this form is collected under authority of the Municipal Act, SO 2001, s. 25. This information will only be used to process the Topsoil Stripping/Fill/Grading Permit Application. Williams Parkway Operations Centre – 1975 Williams Parkway – Brampton, ON L6S 6E5 – Telephone: 311

PRELIMINARY ACCEPTANCE CHECKLIST FOR SUBDIVISIONS

SUBDIVISION NAME: _____ INSPECTOR: _____ DATE: _____

Item	Complete	Incomplete	Remarks
STORM SEWERS			
Bulk heads			
MH & CB surface inspection			
Silt controls (e.g. silt fence/rock check dams)			
Sewer deficiencies rectified			
Catch basin inlet control devices installed			
Traps on rearlot CB's & Park CB's			
Helcor pipe (intact & clean)			
Video Review (if available)			
Mandrel Test			
PONDS			
Forebay complete			
Diversions if required			
Inlet & outlet controls			
Certificate of operation & capacity			
OUTFALLS & STRUCTURES			
Safety grates installed (to be closed at all times)			
Outlet structure complete			
Hickenbottom structure			
Headwall & chainlink fencing			
"Danger Keep Out" warning on headwall			
ROADS			
Design mixes: Concrete			
Asphalt			
Subgrade/proof roll – certificate in all cases			
Extra depth stone			
Pedestrian walkways with fence			
2nd access			
Street signs			
Barricades with proper signage			
Test Results: Concrete			
Asphalt			
Base asphalt test results & concrete			
Coring of base asphalt & granulars			

END OF MAINTENANCE CHECKLIST FOR SUBDIVISIONS

Item	Complete	Incomplete	Remarks
UNDERGROUND (Prior to Top Asphalt)			
Clean & flush sewers			
Bulkheads removed			
Sewer deficiencies completed			
Video camera report			
Outfalls cleaned			
CB inlet control devices			
FWD testing			
ABOVEGROUND			
Driveway aprons (base prior to top asphalt)			
Curb deficiencies (prior to top asphalt)			
Boulevard deficiencies			
Sidewalk deficiencies (prior to top asphalt)			
Retaining wall certification (external)			
Top asphalt deficiencies			
Top asphalt test results (a/c)			
Field inspection - crosscheck			
Berm compaction certified			
Bus pads			
Canada Post pads			
Line Painting and Traffic Loops (after top asphalt placement)			
Traffic Light Pedestal (if applicable)			

SUBDIVISION TRAFFIC SIGNING ASSUMPTION CHECKLIST

Date	
Subdivision	
Developer	
Description	**Inspection of Traffic Signs for Assumption**
Sign Manufacture	**(Please attach information)**

The developer has inspected and confirmed the following:

	All stop, yield, keep right and street name signs reflectorized with Type III High Intensity Sheeting
	Sign colour, shape, size and material conform to Ontario Traffic Manual and/or city standards
	Sign placement as per Ontario Traffic Manual and/or city standards
	All signs mounted to proper height as per Ontario Traffic Manual and/or city standards
	All signs are mounted on square galvanized perforated tubing (except where co-usage of existing utility or traffic poles is possible)
	All sign posts mounted to manufacturer's specifications
	All sign post mounted with sign post anchor and anchor sleeve as per city standard
	Signs attached to post using drive rivets
	Posts attached to post anchor and anchor sleeve using corner bolts NOT STRAIGHT BOLTS

I certify that the above street light works have been inspected and completed.

Name (Please Print) _____

Position _____

Signature _____

*****Forward completed original form to Traffic Engineering Services*****

STREETLIGHT REQUEST FOR FINAL INSPECTION

Public Work & Engineering – Street Lighting
1975 Williams Parkway
Brampton, ON L6S 6E5
311

Date	
Electrical Contractor	
Project Location	

The Contractor has performed its ***quality control*** by inspecting and confirming all of the following:

- ☐ Street Light Infrastructure installed as per design / As-Built drawings provided
- ☐ Street Light poles, brackets and heads are straight and perpendicular to roadway
- ☐ Street light system energized Date of energization (mm/dd/yyyy) / /
- ☐ ESA Certificate of Inspection and ESA Approval to Connect documents provided to the City
- ☐ Completed Appendix B Stringing Form provided to the City
- ☐ Night Inspection has been carried out – All lights operating at full brilliance
- ☐ Street Light handhole connections as per City Standard _____
- ☐ Handhole covers properly secured with tamper proof screws
- ☐ Street Light identification plates are installed and numbered as per design
- ☐ Lamps have been date stamped with install date
- ☐ Street Light lenses clean
- ☐ Wattage stickers have been installed
- ☐ Power supply and in-pole breaker nomenclature and Flower City labels installed (**ie. SL####**)
- ☐ Power supply and in-pole breaker covers secured / locked
- ☐ All temporary overhead wire removed
- ☐ Boulevard restoration around street light plant is complete

I certify that the above street light works have all been inspected and completed in its entirety.

Name (Please Print) _____

Position _____

Signature _____

☐ I would like to be present during the final inspection

FORWARD COMPLETED ORIGINAL FORM TO THE CITY REPRESENTATIVE

FOR INCOMPLETE ITEMS, ATTACH JUSTIFICATION ON SEPARATE SHEET

CHECKLIST TO OPEN ARTERIAL/COLLECTOR ROAD

Site meeting prior to opening includes: Development Services, Capital Services, Road Operations, Traffic, Engineering Services, and the Developer

ITEM	COMPLETE	REMARKS
Roadway Issues		
• CCTV Inspection		Confirm if in the S/D Agreement
• Base asphalt		
• Curbs and gutter		
• Catchbasins and storm sewers functioning		
• Gravel shoulders and roadside ditches (if applicable)		
• No drainage problems on road allowance		
• Boulevards clear (3M minimum)		
• Sidewalks continuous or barricaded		
• Bare pavement (no snow, ice or mud)		
• Guide Rail and End Treatment		
• Temporary access		
Traffic Issues		
• All stop signs		
• Other Regulatory & Warning Signs		i.e. Median signs, slippery bridges
• Street name signs		
• Pavement marking if required		
• Lane reductions if required		
• Traffic lights and pedestrian heads functioning		
• Temporary reflective barricades in place		

ITEM	COMPLETE	REMARKS
Streetlights		
• Energized (complete with night time inspection)		
• No exposed electrical connections		
Notifications		
• Advise Emergency Services		
• Advise Public Works & Engineering, Maintenance & Operations		
• Advise Region of Peel		

SUBDIVISION ASSUMPTION CHECK LIST
PLANNING, BUILDING AND GROWTH MANAGEMENT DEPARTMENT

SUBDIVISION NAME: _____

DEVELOPER/OWNERS: _____

FILE NO.: _____ **REG. PLAN NO:** _____ **21T -** _____

CONSULTANT: _____**TOP ASPH.PAVE DATE:**_____

SUBD AGREEMENT DATE: _____ **PRELIM. ACCEPT DATE:** _____

_____ Lot Grading Certification (Clearance memo from Lot Grading Technician)
_____ End Of Maintenance Underground
_____ End Of Maintenance Aboveground
_____ Certificate Of Completion From Civil Consultant
_____ Certificate Of Completion From L. A (including entry features)
_____ FWD Testing and Coring complete
_____ Transformers – properly aligned (Clearance issued by Alectra)
_____ Street Lighting Clearance
_____ Street Sign Clearance
_____ ☐ Bench Marks Certification ☐ Horizontal Control
_____ As Constructed ☐ Digital files including Stm Design sheets and ☐ Physical Dwgs
_____ Updated Stormwater Management Report Including updated
Storm Design Sheets (2) – approved stamped copy to Engineering Group and file
☐ Storm Design sheet Approval ☐ SWM report Approval received
_____ Final Inspection and monitoring Report for Stormwater Management Pond
_____ Cleaning of Stormwater Management Pond
_____ Geotechnical Certification Of The Berms For The Noise Walls
_____ Retaining walls (external)
_____ Acoustical Certification clearance
_____ Fence Location Certification
_____ Temporary turning circle easements removal (memo to legal)
_____ 0.3m reserves lifting (memo to legal)
_____ Subdivision Agreement – review special conditions

REMARKS:

_____

_____

Date: _____

City of Brampton,
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario.
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Re: Name of Subdivision
Registered Plan Number
Civil Consultant Certificate of Clearance

_____

We hereby certify that all aboveground and underground works pertaining to the mentioned subdivision have been completed in accordance with the approved engineering drawings and in accordance with the specifications and requirements as per the subdivision agreement with the City of Brampton.

Yours very truly,

_____, P.Eng

Consultant Stamp

Date:_____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario.
L6Y 4R2

Attention: Mr. Luciano Totino C.E.T.
Manager, Development Construction

Re: Name of Subdivision
Registered Plan Number
Landscape Architect Certificate of Clearance

We hereby certify that all works pertaining to the mentioned subdivision in regards to fencing and entry features have been completed in accordance with the approved landscape drawings and in accordance with the specifications and requirements as per the subdivision agreement with the City of Brampton.

Summary below states End of Warranty date for applicable:

		End of Warranty Date:
☐	Wood Acoustic	_____
☐	Masonry	_____
☐	Chain Link	_____
☐	Privacy – Regular	_____
☐	Entry Features	_____

Yours very truly,

OALA Stamp

_____, OALA

ONTARIO LAND SURVEYOR'S LETTERHEAD

Date: _____

City of Brampton
Planning, Building & Growth Management
2 Wellington Street West
Brampton, Ontario
L6Y 4R2

Attention: Luciano Totino, C.E.T.
Manager, Development Construction

Re: Certification of Fence Locations
(subdivision name and phase)
Registered Plan 43M- *(number)*
21T- *(number)*, *(city file number)*

We hereby certify that locations of fences and foundations for the following lots have been surveyed and are entirely located wholly within private lands:
(fence height) (fence type) for Lots/Blocks *(lot/block numbers)*;
(fence height) (fence type) for Lots/Blocks *(lot/block numbers)*.

This certification is based on field work completed on *(date)*.

Yours truly,

_____, O.L.S.
(company name)

Ontario Land
Surveyor's Stamp

cc: _____, Inspector, Development Construction – Planning, Building & Growth Management

Date: _____

City of Brampton
Planning, Building and Growth Management
2 Wellington Street West
Brampton, Ontario.
L6Y 4R2

Attention: Mr. Luciano Totino - Manager, Development Construction

RE: **DRIVEWAY PAVING WAIVER**

I,_____, being the owner of _____
(NAME) (LOT)
_____, do not wish to have the City
(HOUSE NUMBER) (STREET)

owned portion of my driveway paved by the Developer for the

following reason:

_____ A, I will install paving stones prior to _____ *
(DATE)

_____ B, I will concrete my driveway prior to _____ *
(DATE)

_____ C, Other (specify) _____

_____

to the City of Brampton Standards prior to _____ *
(DATE)

SIGNED _____ DATE_____20____.

c.c. Developer
Consulting Engineer.

* **DATE MUST BE PRIOR TO END OF MAINTENANCE AND MUST BE COMPLETED BY THE CONSULTING ENGINEER.**

Drafting Requirements for "As Constructed" Drawings

General Requirements

1. The note "As Constructed", including date, should be placed on all drawings.
2. Submission of 1 full-size and 1 reduced (11"x17") as-constructed drawings for City review and comments
3. After final review, one complete set of inked as constructed originals reproductions to be retained by the City of Brampton, Public Works and Engineering.
4. All as-constructed drawings must be submitted in digital format and must comply with the latest City standards for digital files.
5. All plan and profiles should have at least one benchmark as a reference for elevations.
6. Original contours to be removed from grading drawings.
7. Refer to City of Brampton website for the latest *Development Digital Submissions Requirements Manual.*

Plan View

1. All street names should be indicated as per registered plans.
2. Maintenance hole identifications are to be left on.
3. Items to be changed if different than proposed:
   - i) Sewer Locations
   - ii) Curb widths
   - iii) Sidewalk locations
   - iv) Maintenance hole and Catchbasin locations
   - v) Curb radii
   - vi) Retaining Walls
4. All building service connections or house connections are to be shown (including industrial building sites).
5. Lot grading elevations are to be as built.

Drafting Requirements for "As Constructed" Drawings (cont.)

Profile

1. All as constructed sewer invert elevations are to be shown. If difference is greater than 300mm between the as constructed and the proposed sewer then the sewer should be re-drawn.

2. Any maintenance hole location which differs by more than 5m from proposed is to be re-drawn.

3. Items to be changed if different than proposed:

    i) Types of maintenance holes

    ii) Pipe Sizes

    iii) Road grade

    iv) Sewer grade

    v) Sewer material

    vi) Class of pipe

    vii) Type of bedding

    viii) Road thickness (extra depth stone)

4. Remove all flags.

5. Maintenance hole identifications are to be left on.

6. Sanitary sewer and watermain information should have Regional approval prior to City acceptance.

7. Remove existing road profile except in fill areas.

8. Sewer connections (greater than 200 mm dia.) to industrial building sites are to be shown.

9. Extra depth stone to be reflected in 'As Constructed' drawings.