

SUBDIVISION CLOSEOUT

Action Description	Completed	Comments	Verified by
Substantial Completion			
Request for Substantial Completion Received	Select	Choose an item.	Choose an item.
Substantial Completion Inspection and Documentation Requirements			
Sanitary Sewers			
Sewer Main Alignment Verified	Select	Choose an item.	Choose an item.
Sewer Main Grade Verified	Select	Choose an item.	Choose an item.
Sewer Installation			
Bedding Material Testing Reports Received	Select	Choose an item.	Choose an item.
Bedding Material Compaction Reports Received	Select	Choose an item.	Choose an item.
Trench Material Backfill Compaction Reports Received	Select	Choose an item.	Choose an item.
Pipe Materials Checked	Select	Choose an item.	Choose an item.
Infiltration Testing Report Received	Select	Choose an item.	Choose an item.
Exfiltration Testing Report Received	Select	Choose an item.	Choose an item.
Mandrel Test Report Received	Select	Choose an item.	Choose an item.
Pipes & Maintenance Holes Cleaned & Flushed	Select	Choose an item.	Choose an item.
CCTV Inspection Videos and Reports Received	Select	Choose an item.	Choose an item.
Manholes			
Structural Condition	Select	Choose an item.	Choose an item.
Benching	Select	Choose an item.	Choose an item.
Steps	Select	Choose an item.	Choose an item.
Safety Grates	Select	Choose an item.	Choose an item.
Drop Structures	Select	Choose an item.	Choose an item.
Adjust Units	Select	Choose an item.	Choose an item.
Frame & Cover	Select	Choose an item.	Choose an item.
Sanitary Services			
Lateral Drawings Submitted	Select	Choose an item.	Choose an item.
Ends Marked and Capped	Select	Choose an item.	Choose an item.
Storm Sewers			
Sewer Main Alignment	Select	Choose an item.	Choose an item.
Sewer Main Grade	Select	Choose an item.	Choose an item.
Sewer Installation			
Bedding Material Testing Reports Received	Select	Choose an item.	Choose an item.
Bedding Material Compaction Reports Received	Select	Choose an item.	Choose an item.
Trench Material Backfill Compaction Reports Received	Select	Choose an item.	Choose an item.
Pipe Materials Checked	Select	Choose an item.	Choose an item.
Infiltration Testing Report Received	Select	Choose an item.	Choose an item.
Exfiltration Testing Report Received	Select	Choose an item.	Choose an item.
Mandrel Test Report Received	Select	Choose an item.	Choose an item.
Pipes & Maintenance Holes Flushed	Select	Choose an item.	Choose an item.
CCTV Inspection Videos and Reports Received	Select	Choose an item.	Choose an item.
Manholes			
Structural Condition	Select	Choose an item.	Choose an item.
Benching	Select	Choose an item.	Choose an item.
Steps	Select	Choose an item.	Choose an item.

Safety Grates	Select	Choose an item.	Choose an item.
Drop Structures	Select	Choose an item.	Choose an item.
Adjust Units	Select	Choose an item.	Choose an item.
Frame & Cover	Select	Choose an item.	Choose an item.
Catchbasins / Ditch Inlets			
Structural Condition	Select	Choose an item.	Choose an item.
Lead Parging / Trimming	Select	Choose an item.	Choose an item.
Adjustment Units	Select	Choose an item.	Choose an item.
Frame & Grate	Select	Choose an item.	Choose an item.
Clean of Debris & Sediment	Select	Choose an item.	Choose an item.
Subdrains	Select	Choose an item.	Choose an item.
Culvert Grade & Alignment			
Bedding Material Testing Report Received	Select	Choose an item.	Choose an item.
Bedding Material Compaction Report Received	Select	Choose an item.	Choose an item.
Trench Material Compaction Report Received	Select	Choose an item.	Choose an item.
Pipe Materials Checked	Select	Choose an item.	Choose an item.
Headwalls			
Dimensions	Select	Choose an item.	Choose an item.
Handrail (if applicable)	Select	Choose an item.	Choose an item.
Storm Services			
Lateral Drawings Submitted	Select	Choose an item.	Choose an item.
Ends Marked and Capped	Select	Choose an item.	Choose an item.
Detention Pond Facilities			
Clean of Debris and Sediment	Select	Choose an item.	Choose an item.
Outfall / Inlet Structure Condition	Select	Choose an item.	Choose an item.
Fencing and Gate Condition	Select	Choose an item.	Choose an item.
Low Flow Channel Treatment	Select	Choose an item.	Choose an item.
Access Road Condition	Select	Choose an item.	Choose an item.
Signage Installed	Select	Choose an item.	Choose an item.
Bathymetric Survey Received	Select	Choose an item.	Choose an item.
ECA Compliance	Select	Choose an item.	Choose an item.
SWM pond block			
Manholes	Select	Choose an item.	Choose an item.
Weirs	Select	Choose an item.	Choose an item.
Rip-Rap	Select	Choose an item.	Choose an item.
Access Road	Select	Choose an item.	Choose an item.
Ditch inlets	Select	Choose an item.	Choose an item.
Headwalls	Select	Choose an item.	Choose an item.
Orifice Plates	Select	Choose an item.	Choose an item.
Geotechnical reports received	Select	Choose an item.	Choose an item.
Monitoring test reports received	Select	Choose an item.	Choose an item.
CCTV Report & Videos received	Select	Choose an item.	Choose an item.
Watermain			
Watermain Alignment	Select	Choose an item.	Choose an item.
Watermain Profile & Cover	Select	Choose an item.	Choose an item.
Pipe Materials Checked	Select	Choose an item.	Choose an item.
Watermain Installation			

Bedding Material Testing Report Received	Select	Choose an item.	Choose an item.
Bedding Material Compaction Report Received	Select	Choose an item.	Choose an item.
Trench Material Compaction Report Received	Select	Choose an item.	Choose an item.
Testing	Select	Choose an item.	Choose an item.
Swabbing	Select	Choose an item.	Choose an item.
Pressure Testing	Select	Choose an item.	Choose an item.
Potability	Select	Choose an item.	Choose an item.
Watermain Commissioning Checklist Received	Select	Choose an item.	Choose an item.
Tracer Wire Connectivity	Select	Choose an item.	Choose an item.
Water Services			
Curb Stop Staked	Select	Choose an item.	Choose an item.
Fire Hydrants	Select	Choose an item.	Choose an item.
Condition	Select	Choose an item.	Choose an item.
Roads			
Subgrade			
Elevation and Crossfall Checked	Select	Choose an item.	Choose an item.
Proof Roll	Select	Choose an item.	Choose an item.
Granular Materials	Select	Choose an item.	Choose an item.
Material Testing Reports Received	Select	Choose an item.	Choose an item.
Elevation and Crossfall Checked	Select	Choose an item.	Choose an item.
Compaction Testing Reports Received	Select	Choose an item.	Choose an item.
Asphalt Paving Base Course			
Material Testing Reports Received	Select	Choose an item.	Choose an item.
Asphalt Depth Confirmation	Select	Choose an item.	Choose an item.
Compaction Testing Report Received	Select	Choose an item.	Choose an item.
Boulevard Grading	Select	Choose an item.	Choose an item.
Consultant Certification for Substantial Completion Letter Received	Select	Choose an item.	Choose an item.
As-builts to date Received	Select	Choose an item.	Choose an item.
Certificate of Substantial Completion Issued by City	Select	Choose an item.	Choose an item.
Final Acceptance			
Request for Final Acceptance Received	Select	Choose an item.	Choose an item.
Final Acceptance Inspection and Documentation Requirements			
Sanitary Sewer CCTV Report & Videos received	Select	Choose an item.	Choose an item.
Storm Sewer CCTV Report & Videos received	Select	Choose an item.	Choose an item.
Low Impact Development Facilities inspection report received	Select	Choose an item.	Choose an item.
Low Impact Development Monitoring report received	Select	Choose an item.	Choose an item.
Asphalt Paving Surface Course			
Material Testing Reports Received	Select	Choose an item.	Choose an item.
Asphalt Depth Confirmation	Select	Choose an item.	Choose an item.
Compaction Testing Report Received	Select	Choose an item.	Choose an item.
Curb and Gutter			
Material Testing Reports Received	Select	Choose an item.	Choose an item.
Condition	Select	Choose an item.	Choose an item.
Driveway Depression Locations	Select	Choose an item.	Choose an item.
Alignment	Select	Choose an item.	Choose an item.
Grade			
Maintenance Holes set to grade	Select	Choose an item.	Choose an item.

Watermain Valve Boxes set to grade	Select	Choose an item.	Choose an item.
Hydrant Flange Elevation	Select	Choose an item.	Choose an item.
Pavement Markings	Select	Choose an item.	Choose an item.
Guiderails	Select	Choose an item.	Choose an item.
Street Name Signs Installed	Select	Choose an item.	Choose an item.
Streetlights			
Locations Checked	Select	Choose an item.	Choose an item.
Energized	Select	Choose an item.	Choose an item.
Lighting Levels Verified	Select	Choose an item.	Choose an item.
Bridges			
>3m Bridge Inspection Report (OSIM Standard)	Select	Choose an item.	Choose an item.
<3m Bridge Inspection Report (Condition & Compliance)	Select	Choose an item.	Choose an item.
Sidewalks			
Granular Base	Select	Choose an item.	Choose an item.
Material Testing Report Received	Select	Choose an item.	Choose an item.
Compaction	Select	Choose an item.	Choose an item.
Grade	Select	Choose an item.	Choose an item.
Alignment	Select	Choose an item.	Choose an item.
Width	Select	Choose an item.	Choose an item.
Concrete Depths	Select	Choose an item.	Choose an item.
Concrete Testing Report Received	Select	Choose an item.	Choose an item.
Surface Condition	Select	Choose an item.	Choose an item.
Tactile Plates	Select	Choose an item.	Choose an item.
Boulevard Treatment			
Grading / Crossfall	Select	Choose an item.	Choose an item.
Topsoil Depth	Select	Choose an item.	Choose an item.
Sod Placement	Select	Choose an item.	Choose an item.
Surface Condition	Select	Choose an item.	Choose an item.
Topsoil Testing Report	Select	Choose an item.	Choose an item.
Ditches / Swales / Overland Flow Routes			
Alignment	Select	Choose an item.	Choose an item.
Grade	Select	Choose an item.	Choose an item.
Surface Treatment	Select	Choose an item.	Choose an item.
Driveway Aprons			
Location	Select	Choose an item.	Choose an item.
Width	Select	Choose an item.	Choose an item.
Grading	Select	Choose an item.	Choose an item.
Granular Base Material & Depth	Select	Choose an item.	Choose an item.
Asphalt Depths	Select	Choose an item.	Choose an item.
Surface Condition	Select	Choose an item.	Choose an item.
Mult-Use Trails			
Location	Select	Choose an item.	Choose an item.
Width	Select	Choose an item.	Choose an item.
Grading	Select	Choose an item.	Choose an item.
Granular Base Material and Depth	Select	Choose an item.	Choose an item.
Asphalt Depths	Select	Choose an item.	Choose an item.
Surface Condition	Select	Choose an item.	Choose an item.

Utilities & Services (restoration of disturbed areas)			
Hydro	Select	Choose an item.	Choose an item.
Telephone	Select	Choose an item.	Choose an item.
Gas	Select	Choose an item.	Choose an item.
Cable TV	Select	Choose an item.	Choose an item.
Canada Post	Select	Choose an item.	Choose an item.
Street Trees	Select	Choose an item.	Choose an item.
Erosion & Sediment Control Monitoring Reports	Select	Choose an item.	Choose an item.
As-Built Drawings	Select	Choose an item.	Choose an item.
Curb Stop Boxes			
Operational	Select	Choose an item.	Choose an item.
Condition	Select	Choose an item.	Choose an item.
Set to Grade	Select	Choose an item.	Choose an item.
Location	Select	Choose an item.	Choose an item.
Lot Grading	Select	Choose an item.	Choose an item.
Adherence with terms of the Subdivision Agreement	Select	Choose an item.	Choose an item.
Rectification of Deficiencies	Select	Choose an item.	Choose an item.
Statutory Declaration Received	Select	Choose an item.	Choose an item.
Settlement of all City Accounts	Select	Choose an item.	Choose an item.
Release of all Financial Securities	Select	Choose an item.	Choose an item.
Provided City copy of Certificate of Substantial Performance (Contractor)	Select	Choose an item.	Choose an item.
Consultant Certification for Final Works Letter Received	Select	Choose an item.	Choose an item.
CLI-ECA Forms Water	Select	Choose an item.	Choose an item.
CLI-ECA Forms Sanitary	Select	Choose an item.	Choose an item.
CLI-ECA Forms Storm	Select	Choose an item.	Choose an item.
Final As-Builts Received	Select	Choose an item.	Choose an item.
Final Acceptance Issued by City	Select	Choose an item.	Choose an item.