



Development Agreement / Permit: _____

Developer: _____

Development Agreement / Permit Date: _____

Contractor: _____

Local Improvement(s): _____

Location of Local Improvement(s) referred to herein is as shown, outlined in red, on the plan on the reverse hereof. (Or see attached)

Date of Application: _____

Pursuant to the Development Agreement / Permit, I _____ of the firm _____ "Consulting Engineers", hereby certify that the Local Improvement(s) work noted herein is complete as defined by the Development Agreement / Permit, and constructed as far as can be practically ascertained according to the City of St. Albert Municipal Engineering Standards in compliance with the requirements of the Development Agreement / Permit. I, hereby recommend this Local Improvement(s) for Construction Completion Certificate inspection.

Project Engineer (Consulting Engineering Firm) Date _____

Signing Officer (Consulting Engineering Firm) Date _____

Authorized City Inspector Date _____

Approved on: _____
City Engineer

Rejected on: _____
City Engineer

Reason For Rejection: (See attached report) _____

I hereby certify that the items listed as reasons for rejection have been corrected.

Project Engineer (Consulting Engineering Firm) Date _____

Approved: _____
City Engineer Date _____

Date of Tangible Asset Cost Form Submission: _____

Date of Maintenance Period to Start: _____

Date of Maintenance Period to Expire: _____

**Appendix B-2B
CCC Request Form**

Municipal Engineering Standards



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| <p>1) One (1) physical and one (1) digital copy of the CCC request package must be submitted. The following information must be provided with this request form:</p> <p>City Consultant</p> <p><input type="checkbox"/> <input type="checkbox"/> The package shall be duly signed and sealed by a professional engineer licensed to practice in the Province of Alberta. In addition to the preceding, the report must specifically include the following:</p> <p><input type="checkbox"/> <input type="checkbox"/> A deficiency free inspection report;</p> <p><input type="checkbox"/> <input type="checkbox"/> A letter from the consultant as verification of the lot grading;</p> <p><input type="checkbox"/> <input type="checkbox"/> Any previously rejected CCC applications, if applicable.</p> <p><input type="checkbox"/> <input type="checkbox"/> Confirmation of penalty acceptance;</p> <p><input type="checkbox"/> <input type="checkbox"/> Infrastructure summary tables as follows:</p> <ul style="list-style-type: none"> ▪ Roadway length summary by type/subtype; ▪ Walkway length summary by road type; ▪ Curb and gutter length summary by road type; ▪ Water main length summary by diameter and material; ▪ Hydrant summary, total public and private; ▪ Water main fitting totals by type; ▪ Water main valve total by type; ▪ Water service curb stop total; ▪ Wastewater main length summary by diameter and material; ▪ Wastewater manhole total number and vertical metreage; ▪ Storm main length summary by diameter and material; ▪ Foundation drain discharge collection sewer length summary by diameter and material; ▪ Stormwater manhole total number and vertical metreage; ▪ Catch basin manhole total number and vertical metreage; ▪ Catch basin total number by type; ▪ Oil and grit interceptor total number by type; ▪ Swale length summary; and ▪ Culvert length summary by diameter. <p>The following are required only for underground CCC applications:</p> <p><input type="checkbox"/> <input type="checkbox"/> The AESRD application to extend water distribution, wastewater collection and storm drainage systems,
http://esrd.alberta.ca/water/forms-applications/drinking-water-and-wastewater-facility-approvals-and-registrations-process.aspx ;</p> <p><input type="checkbox"/> <input type="checkbox"/> The watermain pressure and leakage test results and summary;</p> <p><input type="checkbox"/> <input type="checkbox"/> The watermain bacteria/chlorination summary;</p> | <p><input type="checkbox"/> <input type="checkbox"/> The bacteriological testing results;</p> <p><input type="checkbox"/> <input type="checkbox"/> CCTV tapes and logs accompanied by the CCTV consultant report. CCTV shall be submitted on DVD's or external drives and shall be numbered and cross-indexed to the written report;</p> <p><input type="checkbox"/> <input type="checkbox"/> All required survey data for underground infrastructure;</p> <p><input type="checkbox"/> <input type="checkbox"/> A summary of the testing results for bedding sand from the geotechnical report;</p> <p><input type="checkbox"/> <input type="checkbox"/> Infiltration/exfiltration test results for new sewer mains, where such has been directed by the City; and</p> <p><input type="checkbox"/> <input type="checkbox"/> Six (6) copies of all applicable operation and maintenance manuals (Where applicable)</p> <p>The following are required only for surface CCC applications:</p> <p><input type="checkbox"/> <input type="checkbox"/> The asphalt density assessment;</p> <p><input type="checkbox"/> <input type="checkbox"/> The asphalt thickness assessment;</p> <p><input type="checkbox"/> <input type="checkbox"/> The concrete strength assessment;</p> <p><input type="checkbox"/> <input type="checkbox"/> Summary of all surface testing results;</p> <p><input type="checkbox"/> <input type="checkbox"/> The trench backfill report;</p> <p>2) Within 60 days of receipt of CCC Request Form, provided all requirements are met in order to process the application, the City shall schedule a CCC inspection. (Weather and ground conditions permitting.) The Consultant and all applicable contractors shall attend the CCC inspection(s) with the City's representative.</p> <p>3) At the discretion of the City, the City may grant reasonable requests to conduct inspections on portions of the Development in advance of the application for the CCC in order to identify and address any potential deficiencies in underground infrastructure prior to the commencement of construction of surface improvements. The City shall not be obliged to issue a partial CCC on any completed works inspected in this manner. The City is only obliged to issue CCC once all improvements are completed to the specification as outlined in the Development Agreement.</p> <p>4) Where the CCC inspection reveals deficiencies to be corrected, the Consultant shall provide a list of such deficiencies to the Developer and City within two weeks of the inspection date. The Developer shall be responsible for correcting such deficiencies and notifying the City when such is complete. The City shall conduct another CCC inspection within 30 days of such notification (weather and ground conditions permitting). Should the City note any remaining outstanding deficiencies (identified at the original inspection) at subsequent CCC inspections, the CCC inspection cycle shall repeat until all deficiencies are corrected to the satisfaction of the City. Where more than two CCC</p> |
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inspections are necessary due to the Developer's inability to correct outstanding deficiencies to the satisfaction of the City, the City reserves the right to charge a special inspection fee to the Developer to recover the costs to the City for excessive reinspection. New deficiencies identified at subsequent CCC inspections will need to be rectified immediately if they affect safety or functionality. If a deficiency free inspection is not completed within the same year as the original inspection, a new inspection will be required in the subsequent year.

- 5) The City will issue the CCC upon satisfactory inspection of the site and acceptance of all required submissions.
- 6) The warranty period shall start upon the City's issuance of the Construction Completion Certificate and shall be effective the date of the inspection which showed all deficiencies have been rectified.
- 7) Any CCC inspections occurring after October 15 may require an extended warranty period at the discretion of the City as outlined below:
 - a. Underground – 18 Months
 - b. Surface – 30 Months
 - c. Private Landscaping – 18 Months
 - d. Public Landscaping – 30 Months

Submit application to:
Development Supervisor, Engineering Inspections, and/or
Landscape Inspections
For more information please contact 780-459-1654