

Development Services

CCC / FAC DOCUMENT SUBMISSION GUIDE

Edmonton

Updated April 2016



Request for an Inspection

This list is not exhaustive, and additional items may be required on a case-by-case basis at the sole discretion of the City.

The following documents are required in conjunction with the request for an inspection:

ALL DEPARTMENTS

- A readable plan highlighting the improvement (11X17), plan must be approved drawing, approved redline or as-built depending on inspection
- Pre-inspection report prepared and signed by the consultant

EPCOR WATER SERVICES INC.

- Combined Water Pressure and Leakage Test Results
- Chlorine Residual Test Results
- Bacteriological Test Results
- Taste and Odour Test Results

TRANSPORTATION – DEVELOPMENT ENGINEERING

- Confirmation that street lighting Construction Folder Documentation (as per section 2.4.7.5 in the City's Road and Walkway Lighting Design Manual) is approved by Transportation Services, Signals and Street Lighting, prior to inspection by Development Engineering
- Refer to the Development Engineering Inspector's Manual for detailed requirements for each Municipal Improvement

PARKS & BIODIVERSITY

- Approved drawings reflecting the current state/design of the site, to be used during the inspection

Request for a CCC Application

This list is not exhaustive, and additional items may be required on a case-by-case basis at the sole discretion of the City.

The following documents are required in conjunction with the request for an inspection:

DRAINAGE SERVICES:

- Letter indicating that the CCTV Recordings and Logs have been submitted/approved
- Leakage Tests
- Geotechnical Compliance (Bedding test results)
- Maintenance Manuals (if applicable)
- Water test (if applicable for swales)
- Drainage Operations approval where applicable (Visual inspection of large diameter sewers 1200mm or larger, Lift/Pump Stations, Control Manholes manual/telemetry)
- Erosion and Sedimentation Control report including weekly records confirming implementation of the ESC plan
- Conditions of provincial and federal authorities have been met and any licenses, easements or approvals for public infrastructure to be located on lands of other jurisdictions are transfer to the name of the City of Edmonton. This includes, but is not limited to, the requirements and approvals required under the Environmental Protection and Enhancement Act, the Water Act, the Public Lands Act, the Department of National Defense Edmonton Garrison Regulations.
- Copies of registered easement and restrictive covenant documents;
- Transfer of crossing agreements to the City;
- As-built drawings submitted
- Final Operation and Maintenance (O&M) Manuals for SWMF and pump stations have been submitted and accepted (including commissioning reports and user-friendly drawing);
- Sets of approved engineering drawings have been submitted (as per approval letter);

- Asset Cost Form submitted/approved;
- Rough Grading Verification letter submitted;

EPCOR WATER SERVICES INC.

- As-Built Quantities and Costs Report
- Utility Right of Way (URW) Documents and Crossing Permits
- Results from Hydrant Flow Tests
- Digital Service Details

EPCOR DISTRIBUTION AND TRANSMISSION INC.

- A letter from the Developer requesting the lot rebate and feeder rebate (pdf)
- Construction cost letter (pdf)
- Test Reports (pdf)
- As-built record drawing (pdf)

TRANSPORTATION SERVICES – DEVELOPMENT ENGINEERING

- Test Results
- Tangible Capital Asset form
- Request for Street ID submitted to Transportation Operations
- Application for energization of street lights

PARKS & BIODIVERSITY

- Maintenance Schedule
- Herbicide/pesticide application logs if applicable

Request for an FAC Application

This list is not exhaustive, and additional items may be required on a case-by-case basis at the sole discretion of the City.

The following documents are required in conjunction with the application for Final Acceptance Certificate:

DRAINAGE SERVICES:

- Letter indicating that the CCTV Recordings and Logs have been submitted/approved Mandrel Tests (if applicable)
- ESC Requirements (if applicable)
- Final O&M Manual (if O&M Manual not approved at CCC);
- Letter of Confirmation of As-Builts approval;
- Service Reports;
- All required redlines submitted and approved;

EPCOR WATER SERVICES INC.

- Water Service Reports
- As-Built Drawings (for review and comments)
- Final As-built Drawings
- Water Main Grade Sheets
- Water Facility Reports

EPCOR DISTRIBUTION AND TRANSMISSION INC.

- Land Titles registered URW document
- Land Titles registered URW plan

TRANSPORTATION SERVICES – DEVELOPMENT ENGINEERING

- Record Drawings submitted (as-builts)
- FAC test package
- Defect assessment from CCC and additional FAC repair ones issued and billing advice sent
- Request to Transportation Operations to paint lane markings if applicable
- For a roads FAC, written confirmation from EPCOR Water Services Inc. showing that they are satisfied that the final paving has not impacted the water system.

PARKS & BIODIVERSITY

- As-built drawings, matching the most recent approved redline if applicable, in PDF and Auto CAD
- Tangible Capital Assets (TCA) form
- Maintenance Log
- Herbicide/pesticide application logs if applicable