

Standard Operating Practice (SOP) – Fencing CCC Inspections

Step 1

- Consultant to complete the inspection of the fence (City inspector is not required).

Step 2

- Consultant shall upload the following items into ePlan:
 1. Fencing CCC Inspection Checklist
 2. CCC Inspection Request Form
 3. Highlighted map – City approved drawing and details
 4. Photographs – numbered, labelled and dated

DEVELOPMENT INSPECTIONS - LANDSCAPE
SUBDIVISION AND DEVELOPMENT COORDINATION
CITY PLANNING
URBAN FORM AND CORPORATE STRATEGIC DEVELOPMENT

APPENDIX A

FENCING CCC INSPECTION CHECKLIST

SITE INFORMATION

DEVELOPMENT NAME & STAGE:

CONSULTANT:

CONTRACTOR:

TYPE OF FENCE:

| | |
|---|--|
| <input type="checkbox"/> WOOD SCREEN | <input type="checkbox"/> VINYL |
| <input type="checkbox"/> CHAIN LINK / TUBULAR STEEL | <input type="checkbox"/> OTHER <input style="width: 50px;" type="text"/> |
| <input type="checkbox"/> POST & RAIL | |

FENCING INSPECTION CHECKLIST

A) GENERAL

1. Is there faded paint, chipped paint, deficient powder coating, and/or stain that leaves the material exposed (i.e. out ends)? YES NO Notes:

2. Are there signs that cover any panels obscuring the ability to inspect the fence? YES NO Notes:

3. Does the fence have graffiti or damages? YES NO Notes:

4. Do posts move in the ground? YES NO Notes:

Note: If there is complete excavation along one side, exposing pile, this results in the fence not being secure.

5. Have sections of the fence been removed for site access to adjacent property? YES NO Notes:

Note: Sections of the fence removed must be replaced prior to approval. If there is evidence that the owner or builder have removed sections of the fence, then the removed sections of the fence, due to this reason, will not constitute rejection of the CCC.

6. Is the required fence gap between 50 mm to 75 mm? YES NO Notes:

Note: The fence gap shall not be less than 50 mm or exceed the maximum allowance of 75 mm. Provide grade stakes if the adjacent grades and/or landscape have not been installed. Ensure the base of the fence is exposed; fence shall not be covered in mud / dirt / snow / other to a degree in which the fence gap cannot be inspected properly.

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CCC INSPECTION REQUEST FORM
SERVICING AGREEMENT

DEVELOPMENT NAME & STAGE:

MUNICIPAL IMPROVEMENT: REQUEST DATE:

DESCRIPTION (AS LISTED IN ESERVICES?): SERVICING AGREEMENT NO.:

EPLAN #: SIGNED SERVICING AGREEMENT DATE:

DEVELOPER:

CONSULTANT:

CONTRACTOR:

Total number of trees in municipal improvement: (if applicable) Does the site installation reflect the latest approved drawings/red-line? YES NO

CCC INSPECTION REQUEST CHECKLIST

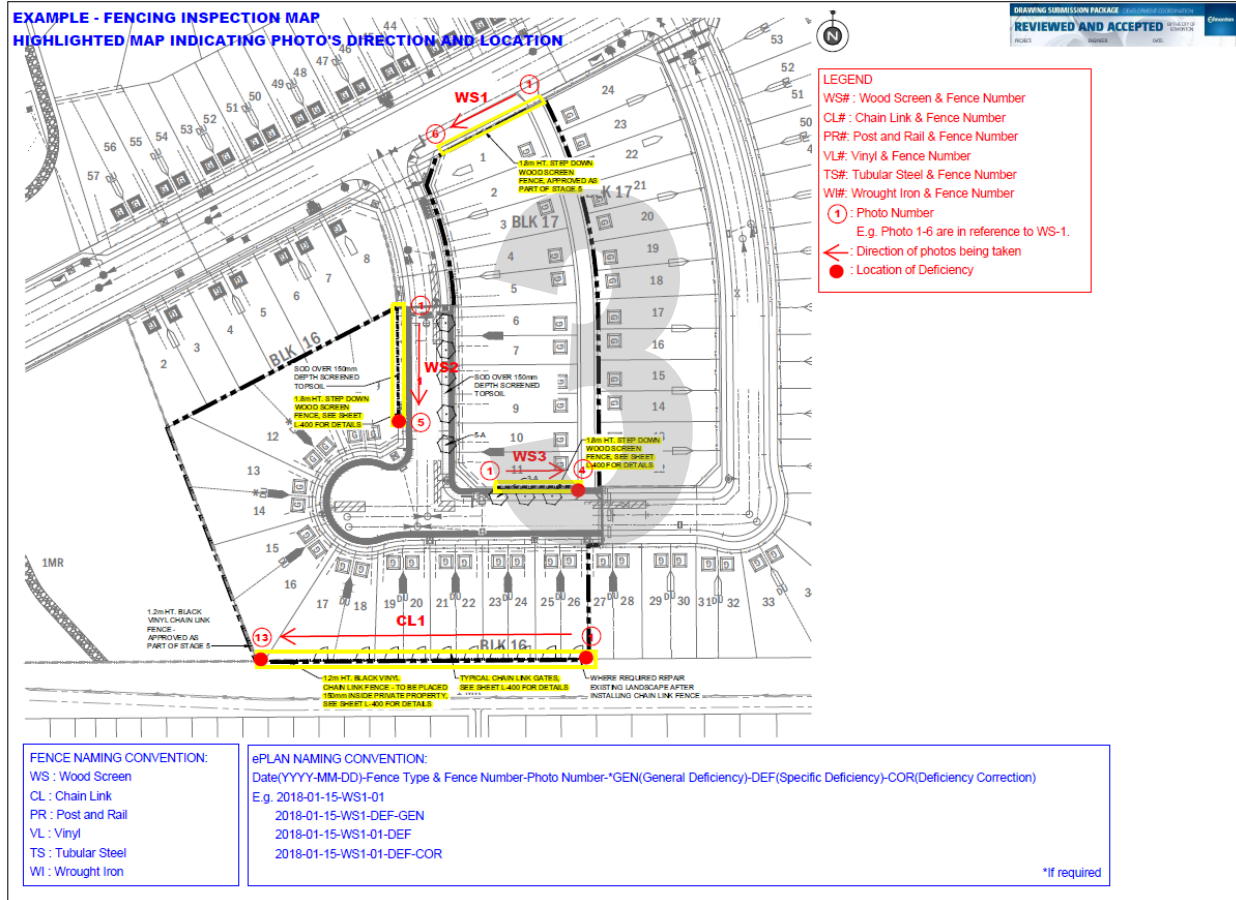
| | YES | NO | N/A |
|---|-----------------------|-----------------------|-----------------------|
| Inspection request submitted to eServices | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Upload to ePlan the latest project drawings (and/or red-line) that have been approved by Development Coordination. Municipal improvement to be highlighted. | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Upload pre-inspection report to ePlan | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |
| Upload maintenance schedule to ePlan (for landscape inspection requests) | <input type="radio"/> | <input type="radio"/> | <input type="radio"/> |

COMMENTS:

I hereby certify that all the above mentioned improvement has been verified to meet all the necessary requirements for inspection. I understand that the request will be considered invalid if any of the above items are missing.

NAME OF APPLICANT: EMAIL:

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Example of naming convention for photographs on ePlan

YYYY-MM-DD-TYPE OF FENCE & FENCE NUMBER-PHOTO NUMBER *(DEF (SPECIFIC DEFICIENCY), COR (DEFICIENCY CORRECTION), GEN (GENERAL DEFICIENCY))

- 2018-01-15-CL1-01
- 2018-01-15-CL1-01-GEN
- 2018-01-15-CL1-02
- 2018-01-15-CL1-03
- 2018-01-15-CL1-04 -DEF
- 2018-01-15-CL1-04 -DEF-COR
- 2018-01-15-CL1-04
- 2018-01-15-CL1-05
- 2018-01-15-CL1-06
- 2018-01-15-CL1-07
- 2018-01-15-CL1-08
- 2018-01-15-CL1-09
- 2018-01-15-WS1-01
- 2018-01-15-WS1-02
- 2018-01-15-WS1-03
- 2018-01-15-WS1-04

*If required



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