



File #: D12/_____
APPLICATION FOR CERTIFICATE OF
COMPLETION

Date: _____ Ward: _____

Subdivision Name: _____

Subdivision Reference #: 12T(QW)- _____

Applicant Information

Owner: _____

Complete Address: _____

E-mail: _____

Phone: _____ Fax: _____

Section of Subdivision Agreement: _____ See Schedule "A" attached

Requirements

Table with 2 columns: Requirements (1-7) and Date Received. Items include Consulting Engineer's Certificate, Construction Lien Subsearch, Sanitary & Storm Sewers inspected and cleaned, Watermain pressure testing and disinfecting, 'As Constructed & Installed' drawings, Date of First lift of Asphalt, and Surveyor certificate as to Perimeter Swales.

Owner Signature _____

Date _____

Office Use Only table with 2 columns: Description and Date. Rows include Date request received and Date Application complete.

Required Clearances table with 2 columns: Required Clearances and Date Received. Rows include Public Works Services, Protective (Fire) Services, Conservation Authority, Resolution of Council, Other, and Maintenance Guarantee Calculation.

Application for Certificate of Completion

1. The Municipality agrees that after the first lift of asphalt has been placed upon all roads within the Subdivision Lands (or the particular phase thereof), the Owner shall be entitled to make application to the Municipality for a reduction in the Performance Guarantee provided that in no circumstance shall the Performance Guarantee be reduced below a value which is equal to Fifty Percent (50%) of the total cost of the remaining Works to be constructed within the Subdivision Lands (or the particular phase thereof) plus an additional Ten Percent (10%) thereof.

2. Security Reduction Procedure

When the Owner applies to the Municipality for a reduction of the Performance Guarantee during construction, the following procedures shall be followed:

- a) *Letter of Application shall* be filed with the Municipality's Director of Planning and Development;
- b) *Owner's Engineer's Certificate shall* accompany the letter of application which certifies that the Works have been completed in accordance with the Approved Engineering Drawings and that such Works are ready for interim or final inspection;
- c) *Value of Work Not Completed shall* also be filed with the Municipality's Director of Planning and Development and shall be a letter from the Owner's Engineer certifying the value of the Works yet to be completed under this Agreement, and which value shall be subject to the approval of the Municipal Engineer;
- d) Municipal Response shall be provided as quickly as possible after the Director of Planning and Development has given notice of this application to the various municipal departments concerned and has received response from said departments;
- e) *Construction Lien Subsearch shall* be conducted by the Municipality to determine that no Construction Liens have been filed which affect the Municipality;
- f) Sanitary and Storm Sewers shall, at the cost of the Owner, be cleaned by pressurized cleaning equipment and subsequently the Owner shall have the said system inspected by television camera, air tested and deflection tested, to the satisfaction of the Municipal Engineer. The Owner agrees to immediately rectify any deficiencies revealed by this inspection; and
- g) Watermains and all related appurtenances shall be disinfected and pressure tested by the Owner, in accordance with MOE and Municipal standards and specifications and to the satisfaction of the Municipal Engineer.