



# Development Completion Inspection Application

A Development Completion Inspection confirms that new construction is completed and conforms to the approved Development Permit, and it is required before obtaining building occupancy.

Development Completion Inspections are required for all new Industrial, Commercial, Institutional and Multi-family development applications.

## ☐ Property Information

Date: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Legal Address: Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan \_\_\_\_\_

Type of Inspection:      Partial DCC ☐      Final DCC ☐

## ☐ Developer's/Builder's Information

Name of the Developer/Builder \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Construction Site Supervisor \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

**A Partial Development Completion Inspection may be scheduled if the following Development Permit conditions have been met:**

- ☐ A final site grading plan is submitted within a week of scheduling the inspection.
- ☐ The building "as built" plans are submitted within a week and prior to the date of inspection.
- ☐ The site is clean of construction materials and garbage.
- ☐ Garbage containers used for construction materials are removed from site.
- ☐ The construction fence is removed within a week and prior to the date of inspection.
- ☐ The garbage enclosure is constructed.
- ☐ The parking lot is paved and stalls are delineated.



☐ The “as built” drawings for the site servicing connections are submitted within a week of scheduling the inspection.

\* Contact Community Development Planning if you need information on permit conditions.

☐ A Landscape Inspection Application has been submitted (Inspection Season May 15<sup>th</sup>- Oct. 15<sup>th</sup>).  
**Or**

☐ If the landscaping has not been installed for at least 60 days, it shall be installed before building occupancy and be inspected within 1 year of such date as per Section 72.5 (e) of the Land Use Bylaw 99/059.

**A Final Development Completion inspection may be scheduled if:**

- ☐ There are no outstanding Development Permit conditions.
- ☐ A Real Property Report and Final Grading Plan have been submitted.
- ☐ The landscape installation is as per the approved landscape plans and has been installed for a minimum of two growing seasons.
- ☐ A Landscape Inspection Application has been submitted.

**Note: If the conditions required for Development Completion are not completed the inspection will be cancelled and rescheduled once the site is ready.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name (printed)

\_\_\_\_\_  
Date

Submission of this signed letter authorizes the Development Officer to enter the property to carry out inspections necessary for this development.

The personal information on this form is authorized under Section 4(c) of the *Protection of Privacy Act* and is managed in accordance with the *Act*. The personal information will be used as contact information and to process your application. If you have questions about the collection or use of your personal information, please contact PULSE at 780-743-7000, 1-800-973-9663, or online at [rmwb.ca/pulse](http://rmwb.ca/pulse).