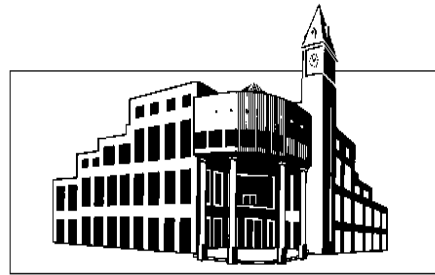


CITY OF BRAMPTON
WORKS AND TRANSPORTATION DEPARTMENT



CITY OF BRAMPTON

CONSTRUCTION MANUAL FOR
SUBDIVISION DEVELOPMENT

REVISED DECEMBER 2008

INDEX

	<u>SUBJECT</u>	<u>PAGE</u>
I	Pre-Construction Site Meeting Minute Requirements	3 to 5
II	Daily Construction Checks	6 to 11
III	Inspections- Consultant's Advice	
	- Under Ground Guidelines	12 & 13
	- Above Ground Guidelines	14 to 18
IV	Standard Letters	
	- Road Subgrade Approval Certificate	19
	- Street Light Inspection	20
	- Street Sign Inspection	21
	- Preliminary and End of Maintenance Inspection	22
	- Underground and Above Ground Preliminary Acceptance	23
	- Noise Wall & Fencing Works	24
	- SWM Facility Approval	25
	- Memo to Parks	26
	- Sweeping And Cleaning Of Streets	27 & 28
	- Default Letter	29 & 30
V	Lot Grading Certification Procedure	31
	- Individual Lot(s) Certification	32
	- Overall Certification	33
	- Retaining Wall Certification	34
VI	Noise Attenuation Works Certification	
	Noise Wall Certificate	35
	Berm Certification	36
VII	Subdivision Assumption - Assumption Check List	37
	Civil Consultant Certificate of Clearance	38
	Landscape Architect Certificate of Clearance	39
	Driveway Paving Waiver	40
	Subdivision Assumption Memo	41
VIII	MISCELLANEOUS ITEMS:	
	Lot sodding within 6 months	42
	Winter Maintenance	43
	Red Line Easement Drawings/Legal Dept.	44
	Street Name Signs	45
	Notices Regarding Street Closures	46-47
	Requirements for As-constructed Drawings	48-49
	Driveway Waiver - Attachment #1	50
	Driveway Waiver - Attachment #2	51

DATE: _____

The following items must be added to all pre-construction site meeting minutes.

PRE-CONSTRUCTION DATA REQUIRED:

1. Telephone number of Site Trailer is: _____.
2. The Consulting Engineer's representative on site is:

Office Number: _____
3. The Contractor's representative on site is:

Office Number: _____
Emergency Contact Telephone Number (After working hours):

4. The Soil Consultant's Engineer representative on site is:

Office Number: _____
5. The approved construction access is via: _____

6. Site Trailer office is located: _____

7. Bell Telephone, Hydro and Consumer's Gas have been notified of construction commencement.
8. Once construction commences, there shall be Construction meetings every two (2) weeks until Preliminary Acceptance.
9. The Developer/ Landscape Architect to arrange a pre-construction meeting prior to commencing any works on the Noise Walls and to arrange for soils Consultant to check and verify the footing.
10. Operation staff to be invited to electrical pre-construction meetings.

MAJOR CONSTRUCTION ITEMS

1. The Developer's Consultant Engineer shall provide FULL TIME inspection.
2. The Developer's Soils Consultant Engineer shall provide FULL TIME inspection.
3. All silt control must be installed and accepted by City before construction begins. Consultant's minutes should contain comments about silt control.
4. Bedding and sand cover material shall be checked at the source prior to delivery on site. Once on site it shall be checked again to verify suitability. On each occasion a minimum of three tests are to be completed.
5. The Soils Consultant shall plot all compaction tests, results on a plan and profile drawing which is to remain in the site trailer at all times. Compaction results for the berms are to be left in the trailer and included in the reports forwarded to the Manager, Development Construction
6. When utilizing flexible wall storm sewer pipes (up to 600 mm Dia., a Pig test is required prior to any road building activities. A minimum of 30 days must elapse after backfilling. T.V. inspection of the storm sewer pipe system, including all CB leads must be performed prior to placement of top asphalt.
7. Proofrolling is required on all sub-grade prior to the placement of any road materials, i.e. granular 'B' or crusher run limestone. A representative from the City and the Soils Consultant must be present.
8. The Soils Consultant shall issue a certificate of compaction acceptability prior to any road material being placed.
9. 32 MPA concrete (355 Kgm. cement, 5 - 7% Air Content) is to be used for all base curb, full stage curb and sidewalk. Test cylinders are required.
10. Brampton B Bedding or High Performance Bedding is to be placed around all catchbasins to undisturbed ground.
11. List of material suppliers to be forwarded to City for review.
12. Consultant approved Concrete and Asphalt mix designs are required for review by the City. Two weeks prior, or as soon as practical, concrete cylinders and asphalt samples obtained from the supplier's plant are to be tested as to conformance to City specifications. No material is to be brought onto the site without prior testing and approval. Minimum of 2 samples per day required.
 - A.C. content for HL3 - 5.0% to 7.0%
 - HL8 – 4.80% to 7.0%
 - 20% RAP for base only
13. When intersections require the installation of traffic loops in the base asphalt; it will be the responsibility of the developer to maintain said installations. The Consultant should make himself aware of these installations and prior to the

placing of top course asphalt, contact the City Traffic Department, and ensure that the traffic loops are not damaged.

14. A pre-construction meeting is required before construction of noise walls commences these noise walls are required prior to occupancy of the lot.
15. Street lighting is required to be operational prior to occupancy of the subdivision. Pre-Construction meeting, including Streetlight staff is required.
16. Recovered Penetration Test is required for base asphalt (HL8).
17. Emergency access routes to remain clear and free of vehicles and materials and snow at all times.
18. Review and completion of checklist prior to opening of Arterial Roads. Co-ordination with Capital and Traffic Departments required as well.

PRELIMINARY ACCEPTANCES:

1. Base asphalt, all street signs, barricades and regulatory signs required to permits being released.
2. All manholes and catchbasins shall be constructed flush to base asphalt level.
3. All walkways shall be constructed and temporarily snow fenced.
4. Maximum horizontal tolerance on catchbasins shall be 75mm.
 1. a) Maximum vertical adjustment of catchbasins via Moduloc shall not exceed 100mm. Any adjustment exceeding this amount shall consist of precast concrete collar.
 - b) Maximum adjustment of catchbasin manholes via Moduloc shall not exceed 300mm.
6. All CB's to have approved Orifice Control plates installed. RLCB to have no standing water.
7. Maximum vertical adjustment of manholes via Moduloc shall not exceed 300mm.
8. All silt control measures including siltation control at ponds and RLCB shall be complete. Straw bales are not to be used at RLCB.
9. Half pipe bulkheads shall be installed at the downstream side of all storm manholes where flow leaves site or as directed by City Staff.
10. Construction of temporary Canada Post Location(s) complete with fencing (contact Mr. Kevin O'Brien)

11. Construction of traffic and telecommunications ducts is required prior to preliminary acceptance. Inspection and approval of traffic ducts is required by the Traffic Services prior to backfill. Swing ties are required to mark the end of the ducts.
12. No inspections will be carried out by City staff until written confirmation has been received from the consultant indicating that the consultant has carried out an inspection and all deficiencies have been corrected.
13. All stockpiles to be safe with no vertical faces. Civil Consultant is to advise builders to continue this practice throughout construction period.

DAILY CONSTRUCTION CHECKS

* Ensure that the Consultant Engineer is completing daily checks

Bedding Stone

1. Adequate bedding stone under pipe (150mm) minimum or 0.15 x diameter. Use either Brampton "B" Bedding or High Performance/ Washed Chip Stone. Compaction is required if B Bedding is being used.
2. Adequate space between pipe and wall of trench (300mm) minimum.
3. Bedding stone filled to springline of pipe.
4. Sand cover over pipe (minimum 300mm to 600mm).

Pipes

1. Check pipes for any cracks or breaks.
2. Check that gasket is always in place.
3. Ensure pipes are pushed home - no more than 25mm space at joints.
4. Check grade and line.
5. In wet conditions and subject to the Soil Consultant's comments, 20mm clear stone may be utilized.

Manholes

1. Adequate bedding stone under manhole (minimum 150mm).
2. Ensure gasket is in place between sections.
3. Concrete under and around pipe from manhole to at least the first joint.
4. All lift holes filled and parged.

6. Sand backfill around all manholes.
7. All sand backfill around manholes to be jetted.
8. In wet conditions and subject to the Soil Consultant's comments, 20mm clear stone may be utilized.

Catchbasins

1. Adequate bedding stone under and around catchbasin to undisturbed ground.
2. Concrete under and around pipe from catchbasin to at least the first joint. (For concrete pipe only)
3. Check alignment and grade.
4. Ensure bedding stone around lead and lead is supported continuously.
5. Street catch basin grates are to have gap at back according to OPSD # 400.110 and 400.010.
6. Backfill around all catchbasins with 20mm crusher run limestone or high performance/ washed chip stone.
7. Parging outside of CB required. No stones to be used for leveling purposes. Modu-tape between modoloc.

Service Connections

1. Ensure bedding stone around lead and lead is supported continuously.
2. Check location of installed clean out and connections (minimum horizontal spacing).
3. Check that lead has adequate grade, ensure no backfall.
4. All connections to mainline must enter above springline of the mainline.
5. End must have watertight cap and marked with a 2" x 4" coloured appropriately.

Rear Lot Catchbasins

1. Ensure lead is concrete encased (150 mm minimum of 20MPA) from back of curb to installed catchbasin.
2. Check that all catchbasins sumps are filled with concrete, no standing water.
3. Rear lot catch basin grates are to have no gap at back.

Backfill

1. Ensure no large rocks or shale in first 300mm of sand lift to protect pipe.
2. This first lift to be lightly compacted. (i.e. plate tamper). The backfill must be a minimum depth of 900mm over the pipe before placing heavy compaction equipment in the trench.
3. Remaining lifts to be maximum of 300mm in loose thickness compacted to 95% standard density.
4. The top 300mm of the sub-grade shall be compacted to a minimum of 98% of standard proctor density at the optimum content.
5. When material is ramped, ensure the ramped area is removed and recompacted to 95% standard density.
6. Ensure granular material placed around manholes is compacted to 100% standard density. **Sand to be placed around manholes and jetted.**
7. Brampton B bedding or high performance/ washed chip stone must be placed around all catchbasins to undisturbed ground from bottom of catchbasin to sub-grade level and jetted.
8. All frost must be removed from the sub-grade before placement of granular materials. No frost chunks will be permitted in the backfill material.
9. After a rainfall, the top 75mm to 100mm of wet backfill material must be removed before resuming backfilling operations. (or as directed by Soils Consultant)
10. If shale is encountered, careful excavation and backfill operations are required to ensure adequate compaction and minimum settlements.
 - a) Any shale or rock fragments larger than 300mm are to be removed from the trench or broken up.
 - b) Special care to be taken when excavating to prevent large cavities in the trench wall. The trench width is not to be increased with a bulldozer as this dislodges larger fragments of shale .
 - c) Should any cavities occur within the trench wall particularly in the bedding and initial backfill (i.e. pipe zone), these areas shall require extra care to be filled. Flooding techniques may be utilized on the recommendation of the Geotechnical Consultant and acceptance by the City.
 - d) Above the sand cover, the shale and clay overburden are to be mixed and pushed into the trench with a bulldozer. This procedure blends the material more thoroughly than dumping from a front end loader or truck. A small dozer is then used to distribute the backfill in 200mm maximum lifts. Each lift is compacted to 95% standard proctor density using a self propelled vibratory sheep's foot roller.

e) Depending on the time of the year, the length of the trench section left open will be less than 200m to reduce the drying of the excavated material.

f) Granular backfill around manholes and catchbasin must extend at least 0.6 m from the manhole or catchbasin and must be installed in lifts before the native material is brought up.

g) Flood Procedure for obtaining Compaction - This method must be recommended by the Geotechnical Consultant and a specific procedure approved by the City. All other methods of compaction should be explored first before proceeding with flooding techniques.

Utility Trench Backfill

During the backfilling stages the use of high performance bedding is required up to the underside of the subgrade material

Sub-Drains

1. At single catchbasins, install 3m of 150mm helcor pipe on high side of catchbasin. At double catchbasins, install 3m of 150mm helcor pipe on both sides of catchbasins.
2. Drainage holes on sub-drain always down. Backfill with HL 6 clear stone or high performance/ washed chip stone to sub-grade.
3. Invert of sub-drain is always higher than invert of lead to mainline.

Road Construction (Before Granulars)

1. No granular material is to be placed without Subgrade certification of proof rolling from Soils Consultant.

Proof-Rolling

1. No granulars to be placed before proof-rolling is approved by City and Soil Consultant. City staff must be present for proof-roll.
2. Use loaded tandem, loaded water truck, or grader. Walk with proof-rolling equipment. Identify soft areas. Excavate area and replace with dry material compacted to 98% standard density or utilize extra depth stone.
3. Ensure sand material around all manholes is completed to sub-grade.
4. Sub-grade is graded to 3% crossfall and excavated limit is 150mm beyond back of curb.
5. 3% crossfall is to be maintained for all gravel and asphalt layers.

6. Any excavated areas are to be free draining and noted on the 'as-constructed' drawings.

Road Construction (Granular Material)

1. All granular material compacted to 100% standard density.
2. Water must be added to achieve full compaction.
3. Granular material limit is 150mm beyond back of curb.
4. Confirm compaction of granular road base prior to placing base asphalt.

Road Construction (Asphalt Material)

1. Manholes and catchbasins flush to base asphalt, **no ramping.**
2. Asphalt curb completed behind all catchbasins.
3. Breakdown roller, rubber tired roller and finishing roller required to be used when installing asphalt.
4. Compaction of asphalt to be as per OPSD and confirmed by Soils Consultant.
5. Consultants to check depth every 40 metres minimum, and recorded on log sheets provided to the City, to ensure proper design depth is obtained.
6. Maximum length of cold joint is 180m or a minimum asphalt temperature of 85 to 100⁰ C. Ensure contractor completes lanes to keep this cold joint at a minimum.
7. When completing cul-de-sacs, ensure rolling is completed parallel to straight curb not turning with radius of bulb area.
8. Coring of base asphalt shall be completed shortly after placement. Core hole shall be filled with base asphalt immediately after coring.
9. Frequency of coring shall be every 40 metres in alternating lanes. Ground penetrating radar can be used as an alternative.

Noise Walls and Fencing & Entry Features

1. Spot check depth of footings; footings to be domed, and poured up to finished grade not mushroomed. Sono tube required as per fencing standard.
2. Check for poor quality of wood i.e. rot; splitting; warping; large loose knots and spot check dimensions.
3. Check woodmanship i.e. missing nails; missing caps; missing trim.

4. Check for gaps under the noise barriers, and stain applied to the wood.
5. Check paint finish on chain link fence components (only allow powder coated factory paint on chain link fences). Vinyl coating only permitted on the mesh and the metal ties.
6. Pre-Construction meeting required prior to construction. Open Space Construction group to attend meeting to confirm color of stain/ascetics/stone.
7. Maximum step in top of fence to be 6 inches. (No sloping of top of fence will be accepted)

The Developer is responsible for the design and to arrange for the construction of the above in accordance with the standards of the City. The drawings are submitted to the Planning, Design and Development Department for review and approval.

All fencing adjacent to Valleylands and adjacent to designated Parkland Vegetation to be installed immediately after completion of the fine grading and sodding; or at the discretion of the Engineer and the Parks, Planning and Development Division, Planning, Design and Development Department.

All fencing on abutting lots, especially noise barriers shall be installed prior to occupancy.

Noise walls shall be covered by a three (3) year maintenance warranty period. All other fences are to be guaranteed for one (1) year.

Retaining Walls

1. Retaining walls are required where a 3:1 slope exceeds 1m. in height.
2. All retaining walls are to be concrete or concrete product; the use of timber will not be accepted. The backfill is to be compacted free draining granular material.
3. Retaining walls are to be constructed entirely on the upper lot so that the tiebacks do not cross property boundaries.
4. Check for weeping tile and filter cloth envelope.
5. The installations are to be inspected during construction and certified in writing by the Consulting Engineer as to conformity to design and suitability for the site conditions. The Lot Grading Certificate shall not be accepted until the Retaining Wall Certificate has been received
6. For retaining walls less than 0.6m in height, check for tiebacks. A geogrid fabric or equivalent must be utilized as the tie back medium.
7. Chain link fencing required where the exposed retaining wall face height exceeds 0.6m.

12
UNDERGROUND

INSPECTION GUIDELINE FOR RECTIFICATION REQUIREMENTS

	FAULT	RECTIFICATION	REASONS
Sewer Pipe	Dirt/debris in line	Clean and Flush Line	Preventative Maintenance
	Settled pipe	Remove and replace settled area	Causes Ponding
	Broken/cracked pipe	Remove and replace damaged pipe	Possible infiltration
	Loose gasket	Cut gasket and grout joint	Possible infiltration
Manholes	Loose steps	Tighten	Safety hazard
	Infiltration	Ensure manhole is watertight	Refer to Brampton Standards
	Safety inspection Step (platform)	Ensure correct installation	Safety Device
	Dirt/debris in manhole	Clean	
Benching	Spalling/honeycomb, poor workmanship	Remove and replace	Possible infiltration, future maintenance problem
Catchbasins	Alignment (75 mm. max. tolerance)	Realign	Proper maintenance and structural aspects
	Excess modoloc	100 mm max., use precast conc. Collar, or pour in place	Structural integrity of modoloc
	Sump (RLCB)	Fill sump with concrete	Maintenance/standing water

NOTES:

1. Manholes are to be adjusted by the use of moduloc and/or precast manholes sections.

The maximum allowable depth of moduloc is 300mm., i.e., top of frame and cover to top of concrete manhole section, 450mm.
2. All pipe connections to manholes and catchbasins are to be cut flush with the inside face of the structure.
3. All moduloc (outside only) and around pipe connections are to be parged. Stones or wedges are not allowed for adjustment. Concrete bricks are allowed.
4. Consultants are responsible for inspecting and issuing written certification that all deficiencies have been corrected prior to City inspections.
5. RLCB leads and all storm FDC sewers are to be inspected by camera prior to end of maintenance. Visual inspections are to be carried out for preliminary acceptance.

ABOVE GROUND**INSPECTION GUIDELINE FOR RECTIFICATION REQUIREMENTS**

Rev. February 1996

FAULT**RECTIFICATION****REASONS****SIDEWALKS**

Spalled.	Replace bay.	Concrete not durable.
Settled Longitudinally.	Settlement greater than 10mm replace. Settlement less than 10 mm neglect.	Pedestrian hazard.
Settled Transversely.	If crossfall is negligible or is reversed or if ponding occurs - replace.	Poor drainage.
Cracked.	<u>All</u> cracked sidewalk shall be replaced. Replace bay.	Probability of deterioration in near future.
Footprints, defaced, broken edges, surface imperfections, etc.		Poor appearance - contractor is responsible to protect work.

	FAULT	RECTIFICATION	REASONS	
<u>SIDEWALKS CONT'D</u>	Poor finish (workmanship).	Replace bay.	Poor appearance.	
	Poor construction/ Expansion joint.	Replace bay.	Pedestrian hazard.	
<u>Curb & Gutter</u>	Spalled.	Replace bay.	Concrete not durable.	
	Settled or displaced.	Greater than 10mm, Replace, Less than 10mm neglect.	Poor appearance.	
	Single crack in bay.	Replace bay at the discretion of the City.		
	Single crack in bay greater than 5mm.	Replace bay.		
	Two cracks in single bay.	Closer than 2.5m apart, Replace bay. Greater than 2.5m apart -ignore unless cracks have opened.	Probable deterioration or settlement in near future.	
	Broken edges.	If minor (less than 25mm), at discretion of City Engineer.		Equipment damage.
		If major, replace bay.		Appearance.

	FAULT	RECTIFICATION	REASONS
<u>Curb Depressions</u>	Width of depression too large	Replace bay if out of alignment by greater than 300 mm.	Capping or filling of depressions is not permitted
	Width of depressions not great enough.	Cut to proper width.	Probable deterioration
	Cracks.	See above for Curb & Gutter.	Appearance and structural capability
	Length of bay.	When rectifying curb deficiencies, the minimum length of bay replaced shall be 1.5m.	
<u>Paved Driveway Aprons</u>	Settled, badly cracked or ravelled.	Break out completely and replace and re-compact. No partial replacement allowable.	Residents are generally opposed to a joint in an asphalt driveway
	Broken out when curb depression replaced or sidewalk replaced.	Restore to original Condition.	
<u>Paved Roads</u>	Settled badly.	Remove asphalt, investigate base, fill to grade with compacted limestone, prime edges, hot patch.	Need of rectification obvious. May or may not be due to failure.

	FAULT	RECTIFICATION	REASONS
<u>Paved Roads - continued</u>	Slight settlement (ponding). (for top asphalt)	Remove asphalt by grinding and hot patch as above. Note: No skin patching will be allowed.	Need of rectification obvious. May or may not be due to base failure.
	Alligatoring on base asphalt	Remove asphalt and investigate granular road base. Replace with new materials and hot patch.	Need of rectification obvious. Base failure probable.
	Transverse Cracks (top coat).	To be determined by City Engineer	Requires sealing to render watertight and prevent further deterioration.
	Segregation (Rock Pockets) Poor or rough surface (on H.L.3) Equipment damage/material handling.	Grind out and replace with hot mix (H.L.3).	Indicates porosity caused by poor workmanship or materials. Attempt to render watertight.
	Settlements adjacent to manholes and catchbasins.	Remove asphalt as directed by City Engineer, fill and compact void with limestone, prime joints, hot patch	General settlement has taken place, due to inadequate compaction or faulty construction in the first instance
	Loss of crown.	Re-pave as required to rectify the problem, i.e.grind, pad (if required and resurface	Poor drainage must be rectified.

NOTES:

1. All removals and replacements (curb and sidewalk) shall require mechanical compaction of the base to 100% Proctor Density prior to placing concrete.
2. Expansion joint material for sidewalk is to be used at the junction of old and new concrete faces, i.e., at both end faces of section to be replaced. For top stage curb, saw cut or expansion joint is acceptable. For full stage curb, expansion joint only and the rebar must be protected.
3. When curb and/or sidewalk sections are to be replaced, sawcutting is to be carried out at concrete/asphalt faces to remove the section as cleanly as possible and eliminate the necessity of asphalt patching. A compressor is to be utilized rather than a backhoe in removing the concrete sections.
4. All topcoat asphalt repairs (grind out 40mm. at centre) are to be from curb to crown unless otherwise directed by the City Engineer.

All transverse repairs are to be made in a diamond shaped pattern and not at right angles to the direction of travel.

5. Where repairs to surface asphalt are permitted by the City Engineer around manholes or other like appurtenances, diamond shaped pattern of repair is to be followed at elbows and cul-de-sacs only.
6. All top asphalt repairs, overlays, etc., to be minimum 40mm. thick.

Date: _____

City of Brampton
Works and Transportation Department
8850 McLaughlin Road, Unit 2
Brampton, Ontario
L6Y 5T1

Attention: _____

Trench Backfill (Partial) Certificate/Subgrade Proof Roll Certificate
Subdivision,

Brampton, Ontario

We have supervised the backfilling operations for storm and sanitary sewer trenches in the following section of the above noted development:

(STREET NAMES)

We have taken sufficient tests during the course of the works to obtain a representative report of the backfill material used in the works. The final road subgrade has been proofrolled and any deficient areas have been rectified and it is now found to be suitable for the placement of the pavement structure specified for the project.

We do hereby certify that this work has been done in accordance with the specifications and requirements of the City of Brampton.

Sincerely,

_____ P. Eng.

Date: _____

City of Brampton,
Works and Transportation Department
8850 McLaughlin Road, Unit 2,
Brampton, Ontario.
L6Y 5T1

Attention: _____
Manager, Development Construction

Dear Sir:

Re: *Name of Subdivision*
Registered Plan Number

We hereby state that all Street Lighting within the registered plan have been inspected and meet the City Of Brampton standards.

Trusting the above meets with your approval.

Yours very truly,

NOTE: This form is to be submitted prior to final clearance of Street Light Inspection.

Date: _____

City of Brampton,
Works and Transportation Department
8850 McLaughlin Road, Unit 2,
Brampton, Ontario.
L6Y 5T1

Attention: _____
Manager, Development Construction

Dear Sir:

Re: *Name of Subdivision*
Registered Plan Number

We hereby state that all Street Signs within this registered plan have been inspected and meet all City of Brampton standards.

Trusting the above meets with your approval.

Yours very truly,

NOTE: This form is to be submitted prior to final clearance of Street Sign Inspection.

Date: _____

Gentlemen:

RE: PRELIMINARY INSPECTIONS AND END OF MAINTENANCE INSPECTIONS

Subdivision Name:

Reg. Plans: _____

P.D. & D. File No.: _____

Please be advised that this Department will not proceed with any inspections until we are in receipt of a letter from the Consulting Engineer for the project certifying that the Consultant has carried out an independent inspection and all deficiencies of said inspection have been satisfactorily completed.

Copies of inspection guidelines are available upon request.

Yours very truly,

J. A. Moores, P. Eng.
Manager, Development Construction
Tel: (905) 874-2535, Fax: (905) 874-2599
jim.moores@brampton.ca

JAM/sz

Date:

Attention: _____

Dear Sir:

RE: UNDERGROUND AND ABOVEGROUND WORKS

Reg. Plan: 43M- 1 _____
File No.: C _____

Please be advised that _____ is hereby issued effective _____ for the above project.

- By means of this letter, I am advising that I will not be in contact with Ken Lauppe as there are no special features to review. The storm outfall location to the Valley Lands is marked on the attached "M" plan.
- In accordance with Section 8.7 of the subdivision agreement, the developer's engineer shall be required to fulfill the obligations as prescribed in the document entitled "City of Brampton Stormwater Management Facility – Monitoring and Maintenance Program, June 2002" or any subsequent updates. At this time, the requirements contained within Sections 2.2, 2.3 and 2.5 in the above noted document have been temporarily suspended. All remaining sections must be completed and reports submitted to undersigned according to the frequency stated in the document.

Yours truly,

J. A. Moores, P. Eng.
Manager, Development Construction
Tel: (905) 874-2535, Fax: (905) 874-2599
jim.moores@brampton.ca

JAM/JE/LT/sz

- cc: John Edwin/Luciano Totino - Chief Inspector, Works and Transportation
_____ - Inspector, Works and Transportation
*Romualdo D'ippolito, P. Eng. – Director, Operations, Works and Transportation
*Ken Lauppe – Manager of Road Operations, Works and Transportation (E of M Underground only)
*Ed Van Ravens – Manager of Contract Services, Works and Transportation
Steve Preston/Steve Wilson – Community Services (E of M Aboveground only)
*Chris Wootton – Works and Transportation
*Susan Evans – Works and Transportation (E of M Aboveground only)
Lenore Medeiros – Works and Transportation (E of M Aboveground only)
Roxanne Van Damme – Works and Transportation (E of M Aboveground only)
*Developer: _____

* M-Plan required

Date:

Consultant's Name &
Address:

Attention:

Dear Sir/Madame:

RE: NOISE WALL & FENCING WORKS
Subdivision Name:
Registered Plan:
File No.:

Please be advised that _____ is hereby issued effective _____ for the above project in regard to the following sections of fencing or noise walls:

- Noise Walls – Lots _____
- Acoustic Fence – Lots _____
- Chain Link Fence – Lots _____

Yours very truly,

J. A. Moores, P. Eng.,
Manager, Development Construction.
Tel: (905) 874-2535 Fax: (905) 874-2599
jim.moores@city.brampton.on.ca

JAM/sz

cc: Inspector – _____, Works and Transportation
Chief Inspector - _____, Works and Transportation
S. Chevalier – Streetscape Approval
Developer

Date:

The Corporation of the City of Brampton
Works and Transportation Department
8850 McLaughlin Road, Unit 2
Brampton, Ontario
L6Y 5T1

Attention: Jim Moores, P. Eng.,
Manager, Development Construction

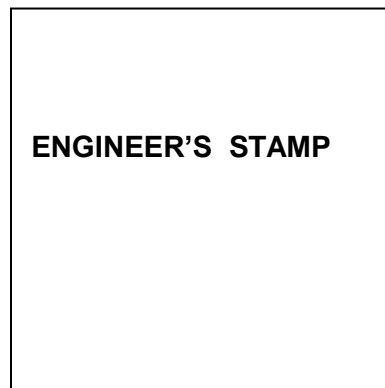
Dear Sir:

RE: SWM FACILITY APPROVAL
Subdivision Name:
Registered Plan:
P.D. & D. File No.:

This is to confirm that the Storm Water Management Facility for the above noted project is functional and meets the design requirements for volume capacity.

Yours truly,

SIGNATURE



Date: _____

TO: Steve Dewdney

FROM: Jim Moores

RE: Park Block Catchbasins

Reg. Plan

P. D. & D. File No.: _____

Be advised that we have inspected the catchbasins in the parklands on the above project; it would be in order to issue substantial completion.

J. A. Moores, P. Eng.
Manager, Development Construction
Tel: (905) 874-2535, Fax: (905) 874-2599
jim.moores@brampton.ca

JAM/sz

cc: Inspector – _____, Works and Transportation
Chief Inspector - _____, Works and Transportation
Developer

FACSIMILE

Date: _____

ATTENTION:

RE: **Subdivision:**
 Reg. Plan: _____
 P.D. & D. File No.:

A major portion of complaints received in this office are concerning the excess of dirt and dust on roads in new development areas.

The following was approved by City Council on 1988 06 27:

"That the City instruct all developers and builders in new or existing subdivision of the following:

1. That once any of the houses have been occupied the streets must be cleaned at least once a week and if this is not done, the city has the right to have it done and charge the developer, and;
2. That once any homes have been occupied that the streets must be kept clear of building materials and dirt or mounds of soil."

Effective immediately, you will be required to have all internal and external roads scraped, flushed and swept twice weekly. This work is to be completed on the Friday or Saturday and mid week of every week after completion of work by the builders.

- 2 -

On the following morning, an inspection will be completed and if at that time the flushing and sweeping has not been done, arrangements will be made to complete this work with charges being invoiced to you for cost plus the appropriate administration fee.

This letter will act as formal notice and no further correspondence on this matter will be made.

Please inform all builders working in your development area that they must scrape all mud from the roads on a daily basis.

Yours very truly,

J. A. Moores, P. Eng.,
Manager, Development Construction
Tel: (905) 874-2535 Fax: (905) 874-2599
jim.moores@city.brampton.on.ca

JAM/sz

cc: Inspector – _____, Works and Transportation
Chief Inspector - _____, Works and Transportation
Development Administration, Finance
Developer

FACSIMILE

DATE _____

Attention: _____

Dear Sir:

Re: Subdivision
Reg. Plan _____
P. D. & D. File No.: _____

An inspection of the above project indicated that _____

_____.

The above represents a deficiency and it has been determined that rectification is required. Be advised that you have ten (10) days from the date of this letter to complete these works, or at least significantly commence the rectification operations. Should this work not be completed or significantly commenced within ten (10) days of the date of this letter, you will be considered to be in default of the terms of the subdivision agreement. Accordingly the City will arrange to have the work completed and you will be invoiced for the cost plus the administration fee as specified in the agreement. You will be given ten (10) days to make payment of this invoice plus the administration fee, and should payment of this invoice not be forthcoming, the City will make arrangements to have the Letter of Credit drawn upon for the full amount plus the administration fee.

- 2 -

By copy of this letter to the Contractor working for the City who will complete this work; should you fail to do so within ten (10) days and by copy of this to our City Treasurer, we are advising them to be prepared to take action.

Yours very truly,

J. A. Moores, P. Eng.,
Manager, Development Construction
Tel: (905) 874-2535 Fax: (905) 874-2599
jim.moores@city.brampton.on.ca

JAM/sz

cc: Inspector – _____, Works and Transportation
Chief Inspector - _____, Works and Transportation
Development Administration, Finance
Developer _____

Pending _____

LOT GRADING CERTIFICATION PROCEDURE

The Consulting Engineer is required to advise this Department that he has visited the site to assure himself that the lots, which he is proposing to certify, have been graded and sodded (including elbows and splash pads) in accordance with the overall grading plan. The ground elevation adjacent to the structure must be compatible with the lot grading which has been completed. The above is to be completed as soon as possible after sodding, but not later than two (2) months after placement of the sod.

The Consulting Engineer will then immediately arrange for himself and/or his representative, and a representative from the Works and Transportation Department to visit the site and review each lot in the plan which is to be certified, and to agree on those lots which can be certified by a visual inspection. Further, this inspection is also to reveal those lots, which require more surveying or more work to determine how they can be certified. The Consulting Engineer will then certify all lots where an agreement has been reached by the parties in the field.

The Consulting Engineer will re-survey those lots which cannot be certified by a visual inspection and/or, if necessary, require the builder to do further work in order that such lots can be made certifiable. This work is to commence no later than two weeks after the initial inspection. It should be noted that if the builder will not correct the work as instructed by the Consulting Engineer, the responsibility will fall directly upon the developer.

Lots, which cannot be certified due to poor grading or due to changes in the type of house built on the lot, will be brought to the attention of the Director in writing. The Consulting Engineer, on behalf of the Developer, will prepare a new grading plan(s) for these lots and will submit to the City, builder, and homeowner, if necessary, for approval.

Once the lots have been inspected and have been certified in the field, we will accept the Consulting Engineer's lot grading certificate. This in no way relieves the developer of his responsibility to rectify any grading deficiency problems that may arise prior to assumption of this subdivision.

Please find attached lot grading certification letters which must be utilized.

Immediately prior to assumption, a final grading certificate must be submitted indicating that all properties in the development have been developed in conformity with the approved overall grading plan.

PRINT NAME OF SIGNER & TITLE

DATE:

I, _____ a Consulting Engineer
in the Province of Ontario, do hereby certify that Lot No. _____
in the Registered Plan No. _____ have been completed in
a satisfactory manner in accordance with the approved lot grading
plans and in accordance with the required separation between the ground
and the brick line/siding.

CONSULTING ENGINEER:

(Signature)

(Engineer's Stamp)

(Title)

CITY OF BRAMPTON APPROVAL:

Director of Engineering and Development Services

NOTE: This form is to be submitted from time to time on an interim basis as lots are completed.

Date: _____

City of Brampton
Works and Transportation Department
8850 McLaughlin Road, Unit 2
Brampton, Ontario
L6Y 5T1

Attention: _____
J. A. Moores, P. Eng.
Manager, Development Construction

Dear Sir:

Re: Name of Subdivision
Registered Plan Number
Lot # (s)

We hereby state that the lot grading in the above subdivision adheres in principal to the grading as proposed on the original approved Engineering Plans and in accordance with the required separation between the ground and the brick line/siding.

Trusting the above meets with your approval.

Yours very truly,

NOTE: This form is to be submitted when all lots are completed and certified, and prior to final acceptance.

(ACOUSTIC ENGINEER'S LETTERHEAD)

Date:

City of Brampton
Works and Transportation Department
8850 McLaughlin Road, Unit 2
Brampton, Ontario
L6Y 5T1

ATTENTION:

Re: Certification of Completion of Noise Attenuation Works
(subdivision name and phase)
Registered Plan 43M *(number)*
(owner)
(property location)
(city file number)

As required by the Subdivision Agreement, we certify that all noise attenuation works pertaining to the above mentioned subdivision have been completed in accordance with City of Brampton standards and the *(title and date of approved acoustical report)* prepared by *(company name)*.

We inspected the site on *(dates)* and confirm that all *(lots/blocks/units)* identified in Section 1 of the Noise Attenuation Statement have been constructed with all required attenuation works.

In addition, the length, height, material, location and workmanship of the acoustic fences were inspected and found to be acoustically acceptable and in accordance with City of Brampton standards and the above mentioned report.

Yours truly,

(company name)

(signature and stamp of a Consulting Engineer)

Date: _____

City of Brampton,
Works and Transportation Department
8850 McLaughlin Road, Unit 2
Brampton, Ontario.
L6Y 5T1

Attention: Jim Moores
Manager, Development Construction

Dear Sir:

Re: *Name of Subdivision*
Registered Plan Number

We hereby state that the grades for the berms for the noise walls are within 150mm of the design grade as proposed on the original approved Engineering Plans for the above subdivision.

Trusting the above meets with your approval.

Yours very truly,

NOTE: This form is to be submitted prior to commencement of construction of the noise walls.

SUBDIVISION ASSUMPTION CHECK LIST
WORK AND TRANSPORTATION DEPARTMENT

SUBDIVISION NAME: _____
DEVELOPER/OWNERS: _____
FILE N°.: _____ REG. PLAN N°: _____
CONSULTANT: _____
SUBD AGREEMENT DATE _____ PRELIM. ACCEPT DATE: _____

- _____ LOT GRADING CERTIFICATION (INCLUDING A LIST OF VACANT LOTS, 30.1.9 AND RETAINING WALLS PRIOR TO OVERALL CERTIFICATE).
- _____ END OF MAINTENANCE UNDERGROUND
- _____ END OF MAINTENANCE ABOVEGROUND
- _____ CERTIFICATE OF COMPLETION FROM CIVIL CONSULTANT(30.1.6)
- _____ CERTIFICATE OF COMPLETION FROM L.A. (30.1.6)
- _____ FWD TESTING AND CORING COMPLETE (TWO [2] YEARS FROM DEC. 2003)
- _____ RECLAMITE APPLICATION (THREE [3] YEARS FROM MARCH 2001)
- _____ TRANSFORMERS-PROPERLY ALIGNED (ISSUED BY HYDRO ONE BRAMPTON)
- _____ CLEARANCE AND RECEIPT OF AS CONSTRUCTED RECORDS RE: STREETLIGHTS (APPROVED DRAWINGS AFTER AUGUST 2004).
- _____ STREET LIGHTING APPROVAL – TRAFFIC OPERATION
- _____ TRAFFIC APPROVAL- Memo to Traffic Department
 - Inspection
 - Re-inspection
- _____ BENCH MARKS CERTIFICATION HORIZONTAL CONTROL
- _____ ONTARIO LAND SURVEYOR CERTIFICATE (SIB)
- _____ AS CONSTRUCTED MYLARS, DIGITAL FILES
- _____ UPDATED STORMWATER MANAGEMENT REPORT INCLUDING UPDATED STORM DESIGN SHEETS (2) – approved stamped copy to C. McLeod and file.
 - Storm design sheet issued for approval
 - Storm design sheet approval received
- _____ FINAL INSPECTION AND MONITORING REPORT FOR STORMWATER MANAGEMENT POND
- _____ CLEANING OF STORMWATER MANAGEMENT POND
- _____ GEOTECHNICAL CERTIFICATION OF THE BERMS FOR THE NOISE WALLS
- _____ ACOUSTICAL CERTIFICATION OF SOUND BARRIERS, BUILDING COMPONENTS AND VENTILATION REQUIREMENTS (30.1.10)
- _____ FENCING COMPLETION
- _____ MARKED PLAN INDICATING ALL MUNICIPAL EASEMENTS (CITY ITEM)

REMARKS: _____

Date: _____

City of Brampton,
Works and Transportation Department
8850 McLaughlin Road, Unit 2
Brampton, Ontario.
L6Y 5T1

Attention: _____
 Manager, Development Construction

Dear Sir:

Re: Name of Subdivision
 Registered Plan Number
 Civil Consultant Certificate of Clearance

We hereby certify that all aboveground and underground works pertaining to the mentioned subdivision have been completed in accordance with the approved engineering drawings and in accordance with the specifications and requirements as per the subdivision agreement with the City of Brampton.

Yours very truly,

_____, P.Eng

[Engineering Stamp]

Date: _____

City of Brampton,
Works and Transportation Department
8850 McLaughlin Road, Unit 2,
Brampton, Ontario.
L6Y 5T1

Attention: _____
Manager, Development Construction

Dear Sir:

Re: Name of Subdivision
 Registered Plan Number
 Landscape Architect Certificate of Clearance

We hereby certify that all works pertaining to the mentioned subdivision in regards to fencing and entry features have been completed in accordance with the approved landscape drawings and in accordance with the specifications and requirements as per the subdivision agreement with the City of Brampton.

Yours very truly,

_____, OALA

[OALA Stamp]

Date: _____

City of Brampton,
Works and Transportation Dept.
8850 McLaughlin Road, Unit 2
Brampton, Ontario.
L6Y 5T1

Attention: Jim Moores - Manager, Development Construction

RE: **DRIVEWAY PAVING WAIVER**

I, _____, being the owner of _____
(NAME) (LOT)
_____, do not wish to have the City
(HOUSE NUMBER) (STREET)

owned portion of my driveway paved by the Developer for the
following reason:

_____ A, I will install paving stones prior to _____
* (DATE)

_____ B, I will concrete my driveway prior to _____
* (DATE)

_____ C, Other (specify) _____

_____ to the City of Brampton Standards prior to _____
* (DATE)

SIGNED _____ DATE _____ 20____.

c.c. Developer
Consulting Engineer.

*** DATE MUST BE PRIOR TO END OF MAINTENANCE
AND MUST BE COMPLETED BY THE CONSULTING ENGINEER.**

TO: Michael Won

FROM: Jim Moores

RE: **SUBDIVISION ASSUMPTION**

Reg. Plan _____

Ward No. _____

P. D. & D. File No.: _____

The conditions of the subdivision agreement in respect to the above noted project have been satisfied insofar as the Works and Transportation Department is concerned.

It would now be in order to recommend it to the Planning, Design and Development Committee for assumption.

Legal Services has been advised by way of a plan of all easements required.

J.A. Moores, P. Eng.,
Manager, Development Construction
Tel: (905) 874-2535, Fax: (905) 874-2599
jim.moores@brampton.ca

JAM/sz
Attach.

cc: Inspector – _____, Works and Transportation
Chief Inspector - _____, Works and Transportation

Date: _____

Attention:

Dear Sir:

Re: _____ **Subdivision**

Reg. Plan 43M-_____

P. D. & D. File No.: _____

Our records and field inspections indicate that there are lots within the captioned subdivision which were occupied after June 30th, 200__. Your subdivision agreement requires all such lots are to be sodded by June 30th of the following year. Please ensure that this work is completed by June 30th, 200__. Should the work remain outstanding, the City will arrange to complete it at the developer's expense, which will include our stipulated administration fees.

I trust that we will receive your full co-operation in this regard and I suggest that you call _____ (Inspector's Name) at (905) 874- _____ with a schedule of the anticipated completion date. Further, be advised that no other notices will be given.

Yours very truly,

John Edwin/Luciano Totino

Chief Inspector

JE/LT/sz

cc: Inspector – _____, Works and Transportation
Chief Inspector - _____, Works and Transportation
Development Administration, Finance
Developer

Pending _____

Facsimile

Date:

Attention:

Dear Sir:

Re: **Winter Clean-up/Maintenance**
Subdivision Name _____
File No: _____
Reg. Plan: 43M- _____

With winter rapidly approaching, your attention is required in order to have streets ready for winter maintenance. The following deficiencies have been noted:

1. Remove any building material or debris from Right of Way.
2. Backfill all sidewalks and curbs.
3. Clean all catch basins.
4. Asphalt repairs required around manholes and ponding areas due to settlements.
5. All silt fences are to be functioning properly.
6. All scattered construction debris/garbage to be cleaned.
7. All roads to be swept and flushed.
8. Remove all advertising signs and stickers that are not approved by the City (e.g. street signs and light posts, etc.).

9. Fill any missing sections of top curb behind catch basins with HL8 asphalt.

10. _____

11. _____

12. _____

We would expect that any work required would be completed prior to _____ . After this date the City's Development Contractor will complete any repairs and your clients will be invoiced accordingly.

Yours very truly,

John Edwin, C.E.T.
Chief Construction Inspector – East Brampton
Tel: (905) 874-2538 Fax: (905) 874-2599
john.edwin@brampton.ca

JE/sz

OR

Luciano Totino, C.E.T.
Chief Construction Inspector – West Brampton
Tel: (905) 874-2539 Fax: (905) 874-2599
LT/sz

cc: Inspector _____ - Works and Transportation
Development Administration, Finance
Developer: _____

Pending: _____

FACSIMILE

Date: _____

Attention:

Dear Sir:

**RE: UNASSUMED SUBDIVISION
Winter Maintenance/Snow Ploughing
P. D. & D. File No.:**

With the end of summer now upon us, and the quickly approaching winter season, it is very important that you make arrangements to inspect all roads within any plans of subdivision not yet assumed by the City, and especially those that have not yet received end of maintenance for the above ground services. Please take steps to ensure that all settlements are repaired in order to provide a safe driving surface; the ramping of manholes and catchbasins is not acceptable.

We would expect that any work required would be completed prior to (date) _____. After this date any repairs will be completed by the City's Development Contractor and your clients will be invoiced accordingly.

Yours very truly,

Manager, Development Construction

_____/____

cc: Inspector – _____, Planning, Design & Development
Chief Inspector - _____
Developer

Date: _____

TO: Barb Mallon

FROM:

**RE: Assumption of Subdivisions - Easements
Subdivision _____
Reg. Plan 43M- _____**

P.D. & D. File No.: _____

Enclosed please find a marked up copy of a plan indicating easements for the above development.

J. A. Moores, P. Eng.
Manager, Development Construction
Tel: (905) 874-2535, Fax: (905) 874-2599
jim.moores@brampton.ca

JAM/sz
Encl.

INTERNAL USE

Date: _____

Attention:

Dear Sir:

**RE: Subdivision Standards
Street Name Signs
P. D. & D. File No.:**

The Subdivision Agreement permits the developer to erect temporary street name signs in order to allow for the issuance of building permits. The signs are to be replaced with permanent street name signs upon occupancy of the dwelling units. Most, if not all developments within Brampton, do incorporate these temporary street name signs, however, they have the street name on one side only. This presents problems to the Fire Dept. and other emergency type services and we request that all signs be double sided from this date forward.

Would you please make arrangements to effect this in all of your contracts immediately.

Yours very truly,

J. A. Moores, P. Eng.
Manager, Development Construction
Tel: (905) 874-2535, Fax: (905) 874-2599
jim.moores@brampton.ca

JAM/sz

cc: Chief Inspector - _____, Works & Transportation Department
Inspector – _____, Works & Transportation Department
Developer -

Pending: _____

Date:

Attention:

Dear Sir/ Madame:

Re: ROAD CLOSURE
Developer:
Location:

Please be advised of the impending road closure on _____, in the City of Brampton, due to (sanitary or storm sewer) to new residential lots on the _____
(Name of Street)_____.

Work is scheduled for_____.

Road to be re-open on_____.

Should you have any questions, please do not hesitate to contact the undersigned.

Yours truly,

Jim Moores, P. Eng.,
Manager, Development Construction
Tel: (905) 874-2535 Fax: (905) 874-2599
jim.moores@city.brampton.on.ca

JAM/sz

- cc: Inspector – _____, Planning, Design & Development
Chief Inspector - _____
R. J. Bino - Director of Engineering and Development Services
Brad Conklin - Manager of Road Operations
Phil Menary - Supervisor of Permits
Ed Van Ravens - Manager of Contract Services
M. Parks - Manager, Traffic Services
Developer
Contractor

ROAD CLOSURE**List of recipients**

1. Peel Regional Police
148 Queen Street East
Brampton, Ontario
L6V 3W6

Attention: Sergeant Ken Tumber
Traffic Services

2. Mississauga Central
Ambulance Communication Centre
Fax: 905-890-8975

Attention: To Whom It May Concern

3. Dufferin / Peel Separate School Board and
Peel Public School Board
5685 Keaton Crescent
Mississauga, Ontario
L5B 3H5

Attention: To Whom It May Concern

4. Brampton Transit
185 Clark Boulevard
Brampton, Ontario
L6T 4G6

Attention: Sue Bass
Director

5. Brampton Fire Department
8 Rutherford Road South
Brampton, Ontario
L6W 3J1

Attention: Marilyn Rundle

Drafting Requirements for “As Constructed” Drawings

General Requirements

1. The note “As Constructed”, including date, should be placed on all drawings.
2. One complete set of inked as constructed originals or cromaflex reproductions to be retained by the City of Brampton Works and Transportation.
3. All “as-constructed” drawings must be submitted in digital format and must comply with the latest City standards for digital files.
4. All plan and profiles should have at least one benchmark as a reference for elevations.
5. Original contours to be shown on grading drawings.
6. Show 100mm telecommunication ducts on all General Plan – Underground Servicing and on Plan view of Plan and Profile drawings.

Plan View

1. All construction notes may remain on drawings.
2. All street names should be indicated as per registered plans.
3. Manhole identifications are to be left on.
4. Items to be changed if different than proposed:
 - i) Sewer Locations
 - ii) Curb widths
 - iii) Sidewalk locations
 - iv) Manhole and Catchbasin locations
 - v) Curb radii
 - vi) Retaining Walls
5. All building service connections or house connections are to be shown (including industrial building sites).
6. Show 100mm telecommunication ducts.
7. Lot grading elevations are to be as built.

Drafting Requirements for “As Constructed” Drawings (cont.)**Profile**

1. All as constructed sewer invert elevations are to be shown. If difference is greater than 300mm between the as constructed and the proposed sewer then the sewer should be re-drawn.
2. Any manhole location which differs by more than 5m from proposed is to be re-drawn.
3. Items to be changed if different than proposed:
 - i) Types of manholes
 - ii) Pipe Sizes
 - iii) Road grade
 - iv) Sewer grade
 - v) Sewer material
 - vi) Class of pipe
 - vii) Type of bedding
 - viii) Road thickness (extra stone depth)
4. Remove all flags.
5. Manhole identifications are to be left on.
6. Sanitary sewer and watermain information should have Regional approval prior to City acceptance.
7. Remove existing road profile except in fill areas.
8. Sewer connections (greater than 200 mm dia.) to industrial building sites are to be shown.
9. All graphics to be inked.

ATTACHMENT #1

_____ (Address)

_____ (Subdivision)

Dear Sir/Madam:

The development in which you reside is now proceeding through the final stages of acceptance by the City of Brampton.

As part of the acceptance, the City portion of your driveway apron was inspected and determined not to meet City of Brampton Standards.

Within the near future a contractor, at the developer's expense, will remove and replace the asphalt apron from either the curb to the property line or from the curb to the sidewalk, if existing. If at this time you desire to have your entire driveway re-done, please contact the below captioned contractor to determine the price to complete the same.

You will be contacted 48 hours before any work will commence and any questions you may have can be directed to:

_____ (Consulting Firm)

Attention: _____ (Contact Name)

at _____ (Telephone Number)

_____ (Asphalt Contractor Name)

_____ (Address)

_____ (Telephone Number)

_____ (Contact Person)

Yours very truly,

(Consultant Signature)

____/

c.c.: _____ Director of Engineering and Development Services
(Developer)
(Councillor)

ATTACHMENT #2

_____ (Address)

_____ (Subdivision)

Dear Sir/Madam:

The development in which you reside is now proceeding through the final stages of acceptance by the City of Brampton.

As part of the acceptance, the City portion of your driveway apron was inspected and determined not to meet City of Brampton Standards.

The deficiency, has been deemed marginal by the Commissioner of Planning, Design and Development and should you wish, no repair will be carried out. Please indicate your desire below and sign in the appropriate location.

Please check one	_____	I wish to have my driveway apron repaired.
	_____	I am satisfied with my driveway apron and do not wish it repaired.

(Signature(s) of Owner)

_____:

_____ (Consultant)

_____ (Contact Person)

_____ (Telephone Number)

cc:- Director of Engineering and Development Services

- (Councillor)
- (Developer)