



Pre-Inspection Checklist  
**DEVELOPMENT COMPLETION CERTIFICATE**

**City of Chestermere**  
**Community Growth & Infrastructure**

105 Marina Road  
Chestermere, Alberta T1X 1V7

The following checklist is provided as a guide and is intended to be used by developers/contractors to ensure your inspection is free of deficiencies. All items on this list may not be applicable to every development, nor is the list exhaustive. It is the Developer's responsibility to ensure any and all hard-surfacing, landscaping, servicing, and building construction has been completed as per approved plans, Development Permit conditions, Development Agreement requirements, engineering and landscaping standards, and is of acceptable quality.

**PLEASE NOTE**

Inspections are only conducted between April to October, weather permitting. Requests for inspections will not be accepted after September 30th.

Prior to all full DCC inspections, the following must be provided:

- a) One (1) hard copy & one (1) digital copy of As-Builts reflecting all submitted Development Permit plans; prepared by professionals registered in AB to prepare such.
- b) One (1) current copy of Certificate of Title for the property.

**HARD-SURFACING**

- ✓ Site As-Built Plan
- ✓ Exits & Entrances
- ✓ Paved Roads & Parking Area
- ✓ Parking Stalls
- ✓ Barrier Free Parking Stalls
- ✓ Off-Street Loading
- ✓ Wheel Stops
- ✓ Speed Bumps
- ✓ Curbing/Ramps/Gutters
- ✓ Sidewalk & Pathways
- ✓ Crosswalks
- ✓ Garbage Pad/Enclosure
- ✓ Snow Storage Area(s)
- ✓ Retaining Wall
- ✓ Additional Items

**LANDSCAPING**

- ✓ Landscaping As-Built Plan
- ✓ Grass & Sod
- ✓ Shrubs
- ✓ Trees
- ✓ Perennial Flowers
- ✓ Planting Beds
- ✓ Decorative Items
- ✓ Irrigation System/Underground Sprinklers
- ✓ Fencing
- ✓ Landscaping Screening
- ✓ Exterior Lighting
- ✓ Bench Seating
- ✓ Amenity Space/Play Structure
- ✓ Bike Rack(s)
- ✓ Additional Items

## ENGINEERING

- ✓ Engineering/Service As-Built Plan(s)
- ✓ Final Site Grading Plan (ACGC)
- ✓ Underground Service Connections  
*(Water Mains / Storm & Sanitary Sewers)*
- ✓ Stormwater Management Facility
- ✓ Grass or Concrete Swale(s)
- ✓ Additional Items

## BUILDING(S) CONSTRUCTION

- ✓ Elevations & Exterior Finishes
- ✓ Windows & Skylights
- ✓ Signage & Locations
- ✓ Signage has Separate DP Approval
- ✓ Exterior Lighting
- ✓ Utility Servicing & Screening
- ✓ Roof Apparatus & Screening
- ✓ Additional Items

## DOCUMENTATION *(DP Conditions, DA Requirements, Building/Fire Code Requirements, Other Permits & Licences)*

- ✓ Current Certificate of Title
- ✓ Development Agreement
- ✓ Securities
- ✓ Off-Site Levies
- ✓ Traffic Accommodation Strategy
- ✓ Flood Contingency Plan
- ✓ Deferred Services Agreement
- ✓ Encroachment Agreement
- ✓ Maintenance Agreement
- ✓ AEP Approvals
- ✓ Wetland Avoidance Analysis
- ✓ Building Occupancy Permit
- ✓ AHS Occupancy
- ✓ ACLC License(s)
- ✓ Business License
- ✓ Additional Items