



## SWM POND ACCEPTANCE CHECK LIST

**Subdivision Name:** \_\_\_\_\_  
**Phase:** \_\_\_\_\_  
**30T Number:** \_\_\_\_\_  
**R.P Number:** \_\_\_\_\_  
**Pond I.D.:** \_\_\_\_\_

**Date:** \_\_\_\_\_  
**Stage:** \_\_\_\_\_  
**Developer:** \_\_\_\_\_  
**Consultant:** \_\_\_\_\_

No.	Item Description	Included			Comments
		Yes	No	N/A	
<b>1</b>	As Recorded Topographic Survey with Excel spread sheet calculations confirming the following:				
<b>1.1</b>	Permanent Pool Volume vs Proposed				
<b>1.2</b>	Active Storage Volume vs Proposed				
<b>1.3</b>	Berm Elevations vs Proposed				
<b>1.4</b>	Weir Elevations vs Proposed				
<b>1.5</b>	Bottom of Pond Elevations vs Proposed				
<b>1.6</b>	Orifice Plate invert vs Proposed				
<b>1.7</b>	Culvert inverts vs Proposed				
<b>2</b>	Proof that 95% of the subdivision's drainage area discharging into the SWM Pond has been built out.				
<b>3</b>	Attach written clearance (Correspondence) from Operations that all the infrastructure items within the SWM Pond Block (Ex: Manholes, CSP manholes, outlets, inlets, weirs, rip-rap, access roads, ditch inlets, headwalls, Orifice plates and other infrastructure, etc.) have been inspected satisfactorily.				
<b>4</b>	Attach written confirmation from the Engineering Department that the Asset Tracking Form and Drawings are complete (As per the Development Manual).				
<b>5</b>	Attach written clearance (Correspondence) from Parks confirming that all the landscaping items within the SWM Pond Block (Example: Trees, planting, gates, signs, fencing, bollards, etc.) have been inspected satisfactorily.				
<b>6</b>	Confirmation that the two year maintenance period for the landscaping items as well as the underground and aboveground items are complete.				



No.	Item Description	Included			Comments
		Yes	No	N/A	
7	Provide geotechnical letters of certification (Ex: liner certification, compaction test results, soil properties, etc.)				
8	Provide monitoring test reports				
9	Attach written clearance (Correspondence) from Asset Management confirming that the CCTV Report is satisfactory.				
10	Attach written clearance (Correspondence) from Development Engineering for satisfactory inspection.				
11	Utilities Clearance (if applicable)				
12	Attach written clearance (Correspondence) from Storm Utility for satisfactory inspection.				
13	A letter of certification from the consultant (with engineer seal) certifying that the facility has been constructed and is operating in general conformance with the consultant's plans and design report; and that all orifice plates are installed as specified.				

**Notes:** Should the City or consultant determine that the facility is not performing according to the Engineer's design, the Consultant shall provide recommendations for the constructed facility to be retrofitted by the Developer.

**Consultant's Name:** \_\_\_\_\_ **Consultant's Signature:** \_\_\_\_\_

For City Use Only	
CS Operations Clearance:	
CS Parks Clearance:	
INS - Kitchener Utilities Clearance:	
INS - Stormwater Utility Clearance:	
INS - Engineering CCTV Clearance:	
INS - Engineering Clearance:	
<b>FINAL ACCEPTANCE DATE:</b>	
<b>Reviewed by:</b> _____	<b>Signature:</b> _____