

B2 - Project Scoping Checklist

Land Development Project No.: _____

Consultant File No.: _____

Date: _____

Please address all items relevant to the development. The items are designed to help identify design issues which may impact the development or that require input from the City to resolve. Issues are to be resolved prior to the Project Detailing submission. Note that the list is not all-inclusive and you are asked to use attachments for additional comments, explanations, questions or clarifications.

ROADS

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the location plan shown on the preliminary drawing(s) required?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have classifications and road dedication requirements been confirmed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are traffic calming measures included?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there non-standard cross-sections?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there unusual cut and/or fill sections?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are sight lines, grades and radii within the parameters of the Design Criteria?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the route to the site been reviewed for adequacy?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will a geotechnical report be required for road widening or to prove the adequacy of the existing roads?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will driveways require removal or relocation?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have the location and standard of the proposed driveway accesses been confirmed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have the existing driveways and intersections within proximity to the site been identified on the preliminary drawing(s), including driveways on the opposite side of the roadway?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have vertical and horizontal alignments at intersections been balanced with the ultimate road design?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have all potential pavement cuts been identified including BC Hydro, Telus and Terasen Gas, etc.?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are property line truncations required for future traffic signal installation, to accommodate curb radii or to provide sight lines?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have drainage controls been incorporated into the design of half-roads and tapers?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are bus pull-out bays and/or landing areas required?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there bus stops or routes which will be impacted by the development?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there pedestrian routes (wheelchair accessible) to be maintained at all times?

DRAINAGE

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have the catchment areas been defined; are there amendments to the City's drainage boundaries?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have downstream capacities to the nearest trunk main or creek outfall been proven, including driveway culverts and cross-tiles under roads?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have the potential impacts to the receiving watercourse resulting from increased volume of storm flows following upstream development been assessed and accounted for?

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DRAINAGE (CONT'D)

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have low impact development strategies and sustainability BMP's been utilized such as infiltration and local groundwater recharge?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have seasonal groundwater levels on site been identified and addressed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have watercourse and ravine preservation boundaries, building setbacks and restrictive covenant areas for top of bank protection been identified?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have existing connections, leads and drain tiles been located?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are extensions required to meet daylight on existing ditches?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has a preliminary Stormwater Servicing Concept (SSC) been provided?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the following been identified on the Stormwater Control Plan (SWCP): <ul style="list-style-type: none"> • area tributary to the site, • 100-year flood routes, • area for each pipe length, • run-off coefficient, • existing and proposed pipe sizes, • contours, • proposed and future road patterns, • catchment areas, • Q_5, Q_{100} and Q_{CAP}
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does removal of trees affect area drainage?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has flood routing been addressed (e.g., at intersections, side yards, boulevards, etc.)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there ditches less than 10 metres in length, adjacent to the site, which require infilling?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will depth of main(s) exceed 3.5-metre cover?

SANITARY SEWER

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the installation of Sanitary Developer Reimbursed (SDR) applicable?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the location of septic fields and / or tanks and removal details been identified?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If serviced by septic fields, has preliminary approval been received from Fraser Health Authority?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will depth of main(s) exceed 3.5-metre cover?

WATER SUPPLY AND MAIN DESIGN

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there any concerns with the existing or proposed water mains?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will the site be serviced by a source other than a City water main? If so, provide an explanation.

OVERHEAD / UNDERGROUND WIRING

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the location of the existing services been identified on the drawings?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the conversion of existing buildings to underground service been addressed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there any aerial trespasses?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has an underground BC Hydro/Telus corridor been identified? (Supply lines within the City Centre are to be converted to U/G.)

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STREET LIGHTS

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the same style as previously established in the area been maintained?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has pre-ducting for staggered patterns been provided?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has illumination of intersections and at entrances to walkways been provided?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Are there conflicts with service connection or driveway locations?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is the offset such that a future sidewalk could be accommodated?

LOT GRADING

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the design conform to the preliminary lot grading assessment submitted to Planning Department?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the impact of ultimate road cross-sections on frontages or side yards of proposed lots been addressed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the impact on surrounding properties been addressed?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has it been identified that excavation spoil shall be deposited off-site?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Have all service connections, streetlights and power poles, fire hydrants and utility boxes been identified on the lot grading plans?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will there be areas of fill or cuts greater than 0.5 metres?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Will a geotechnical report be required to address slope stability?

TREE PRESERVATION

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Does the design conform to the approved tree preservation plan?

SILTATION

Yes	No	N/A	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is ESC Permit required for this development (Site larger than 2000 sq.m.)?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Has the site Siltation Plan been accepted by the City?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Three-stage Siltation Plan? 1. Clearing and grubbing? 2. Civil construction? 3. Maintenance period?
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Is there a plan for site erosion control? 1. Scattered straw? 2. Hydro seed with mulch?

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- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has the following been provided for siltation control ponds: |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Access for maintenance? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Side slopes? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Maintenance schedule – responsibilities? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Removal directions? |

IMPACT ON SURROUNDING AREA

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| Yes | No | N/A | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Will the development of the site affect the off-site lot grading, trees, buildings, or fences? |

DEVELOPMENT COORDINATED WORKS (DCW)

- | | | | |
|--------------------------|--------------------------|--------------------------|--|
| Yes | No | N/A | |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is there a requirement for works to be completed for the City? |

GENERAL

- | WBR | Yes | No | N/A | |
|--------------------------|--------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have issues raised during public hearing been addressed? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there any concerns with the Engineering Review document as attached to the PLA, or as laid out in Subdivision By-law No. 8830? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the layout and number of lots the same as presented in the PLA? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are there any Development Variance Permit applications? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Do requirements for a Development Permit affect off-site works? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have all main lines been extended to the furthest boundary of the site? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Will the developer apply for latecomers on any of the proposed works? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have all outside agencies from which approvals are required been identified? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have you determined how the site will be serviced by BC Hydro, Telus, Terasen Gas and Shaw Cable? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Will there be any items for which the Developer has to provide double-bonding for? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Is the site involved in a road closure? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have all necessary rights-of-way and / or temporary working areas been identified? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have the necessary restricted covenants and / or easements been identified? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Are any of the proposed works identified in the 10-year Servicing Plan? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Have all buildings been identified as remaining, relocating or for removal? |
| <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Has the location of existing City survey control monumentation, subject to possible disturbance or destruction, been spatially identified on the engineering drawings? |