

**CITY OF WHITEHORSE SERVICING STANDARDS MANUAL
PART I - PROCEDURES
SECTION 1.5 – FINAL ACCEPTANCE CERTIFICATE**

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SECTION 1.5 – FINAL ACCEPTANCE CERTIFICATE

1.5.1 WARRANTY AND MAINTENANCE PERIOD

For developments or improvements that will be owned, operated and maintained by the City the following applies:

- The Developer is to warrant the municipal improvement against defects, whether latent or otherwise, from the date of the CCC or deemed acceptance, whichever is earlier, until such time as a Final Acceptance Certificate has been issued; and
- The Developer is to keep the municipal improvement in good repair, reasonable wear and tear accepted, for the warranty period.

1.5.2 APPLICATION FOR CERTIFICATE

As each CCC warranty period approaches the expiry date, the Developer is to request, no earlier than 47 weeks into the maintenance period, a Final Acceptance Certificate (hereinafter called FAC as shown in Appendix 1.C.)

1.5.3 PRIOR TO INSPECTION

Subject to satisfying the above items, the City will schedule an inspection with the Developer and/or the Consultant.

The Development Agreement will be reviewed for any special terms to be carried out by the Developer prior to the field inspection.

The Contractor is to prepare the site for inspection. If work is not complete or site is not prepared for inspection, the inspection will be cancelled and rescheduled.

If it is the Engineer's opinion that weather or ground conditions are such that an adequate FAC inspection cannot be carried out, the inspection will be cancelled and re-scheduled for a more favorable time.

The Developer is to ensure the roadway is clean and water flushed (in the case of asphalt), and any other appurtenances are clean and free of debris just prior to the inspection.

1.5.4 INSPECTION

The Engineer is to inspect the development in accordance with the FAC inspection procedures outlined in Appendix 1.D.

At least one representative from the City will be present at the inspection.

All deficiencies are to be noted by the Consultant and provided in writing to the City representative and the Developer following the inspection.

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I.5.5 PRIOR TO ISSUANCE OF CERTIFICATE

Prior to issuance of FAC, the following must be carried out:

- All deficiencies must be rectified;
- The Developer must fulfil all requirements outlined in the Development Agreement;
- All survey monuments must be installed and approved by the Regional Surveyor; plans and easements must be registered with Land Titles; and all agreements must be executed prior to issuance of FAC for roads, walks, curb and gutter, and street signs; and
- A copy of detailed breakdown of all final construction costs for the project is to be submitted to the City.

I.5.6 ISSUANCE OF CERTIFICATE

Once the inspection has been completed, the Engineer will issue a certificate as follows:

Upon being satisfied that the improvements are in accordance with the FAC guidelines, issue the Developer a Final Acceptance Certificate outlined in Appendix 1.C.

Issue the Developer notice in the way of a rejection letter, that the Engineer due to reasons stated has not accepted the improvement.

Upon the City so accepting, or having been deemed to have accepted the municipal improvement the Developer is to transfer all right, title, and interest therein to the City, of all the municipal improvements which are not on private property, without any cost to the City. The said municipal improvements, which are located on public property, are to thereafter become the property of the City of Whitehorse.

I.5.7 DISTRIBUTION OF CERTIFICATE

Original copies of the Final Acceptance Certificate will be forwarded to the following:

- The Developer;
- The Consultant;
- The Contractor;
- The City Engineer; and
- City Central Records.