

Date: \_\_\_\_\_

Permit address: \_\_\_\_\_

I \_\_\_\_\_, the applicant, acknowledge the following:

1. That an Engineering servicing inspection is required before an occupancy permit will be issued
2. That the Engineering servicing inspection is intended to confirm that the applicable private and public services are functioning and in good condition
3. That prior to requesting an Engineering servicing inspection, all construction must be completed, including the construction of all buildings and any private servicing works
4. That prior to requesting an Engineering servicing inspection, the City boulevard and rights-of-way must be clear of construction materials
5. That prior to requesting an Engineering servicing inspection, all damage to City utilities must be repaired

Dated at Maple Ridge, BC, this \_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_

\_\_\_\_\_  
(Signature)**Book an Engineering servicing  
inspection****Book your Engineering servicing inspection by 3 pm  
at least one business day before your desired  
inspection date****[www2.MapleRidge.ca/BIS](http://www2.MapleRidge.ca/BIS)****Questions?****Call 604-467-7339 or email  
[Engineering@MapleRidge.ca](mailto:Engineering@MapleRidge.ca)**

## Site conditions

The applicant is responsible for:

1. Reporting any existing damage to City infrastructure before entering the building site
2. Protecting all City utilities from damage during construction
3. Maintaining the site in a clean and tidy condition
4. Storing all material and equipment on site—the City’s boulevard and rights of way can’t be used for storage unless authorized by a Highway Use Permit
5. Preventing construction debris and mud from being tracked onto roads
6. Preventing debris and equipment from washing into the storm or sanitary sewer systems

**Failure to maintain a clean site or repair City infrastructure may result in the City taking corrective action at the applicant’s expense**

## Engineering servicing inspection

The inspector will review the following items during the Engineering servicing inspection:

1. Condition of City infrastructure and the boulevard fronting the property, including:
  - a. Asphalt road surface
  - b. Concrete curb/gutter and sidewalk
  - c. Concrete driveway and letdown
  - d. Boulevard landscaping (e.g., grass, trees, drainage swales, etc.)
  - e. Boulevard and driveway graded at 2% from property line to road
  - f. Encroachments (e.g., retaining walls, landscaping features, etc.)
2. Whether the driveway and letdown complies with Supplementary Standard Detail Drawing C7 (the maximum width for a single-family driveway from curb to property line is 6 m)
3. Whether municipal statutory rights of way are accessible and clear of debris with no encroachments (e.g., structural overhang, fences, retaining walls, trees, change from original lot grading, decks, and patios)
4. Whether the water service box is clear of debris with both shut-off valves visible, rigid styrofoam is installed, and the top of the box is set to final grade and alignment
5. Whether the meter setter is a maximum depth of 0.7 m measured from the top of the box with a maximum of three risers (any broken risers or frames must be replaced or misalignments adjusted)
6. Whether sanitary and storm services are clear of debris with no ponding, set to final grade and alignment, at the correct depth, and not damaged
7. Whether lawn basins are clear of debris with proper site drainage and a trapping hood installed
8. Whether third-party utilities are set to grade and adjusted as necessary
9. Any additional, site-specific items identified based on the project design drawings