



New Subdivision Development - Engineering Process Guide

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1.0 Introduction

1.1 General

The Subdivision Engineering Submission Process Guide shall be used as a guideline for the preparation and processing of all engineering submissions for subdivision approvals in the City of Oshawa. This guide will also touch on some of the concurrent Planning Services processes and submissions that are required to finalize and register a subdivision development agreement in the City of Oshawa.

The Development-related engineering submission process starts when the applicant submits a pre-consultation request to Planning Services for Draft Plan Approval.

Each development related submission has its own requirements and it is the responsibility of the consultant/developer to meet these requirements to avoid delays in reviewing and processing the necessary approvals.

1.2 Organizational Structure of Development Services Department

The Economic & Development Services Department consists of five separate Branches, as follows: Building Services, Planning Services, Engineering Services, Economic Development Services and Administration & Accessibility Services.

Although both Building Services and Planning Services are referenced throughout the development engineering approval and agreement process, the main focus of the following sections deals with process and requirements as they relate to Engineering Services.

Staff from each of these divisions are involved in the development engineering approval, agreement, and construction process, with Development & Technical Services being the central facilitators and coordinators for development activity within Engineering Services. Development & Technical Services staff work very closely with Planning Services and Building Services in the development process. Development & Technical Services should be the prime contact point in all matters related to development engineering.

1.2.1 The table below lists each Development Services Branch and it's corresponding function with respect to land development:

Division	Key Roles & Responsibilities
Planning	Official Plan, Land Use Zoning, Site Plan, Draft Plan of Subdivision, 40M Plans, Plan of Condominium, Land Division, Part Lot Control, Committee of Adjustment, Site Plan Agreements, Landscape Review

Engineering Services	Subdivision Detailed Engineering, Storm Water Management Review, Approving utility locations within public R.O.W., Site Alteration Permits (grading, filling, drainage), Field Inspection Services, Subdivision Agreements / Pre-servicing Approvals
Building	Building Permits, Demolition Permits, Plans Examination, Building, plumbing inspections

1.3 Other Agencies

1.3.1 The Regional Municipality of Durham

The City of Oshawa is a lower tier municipality located within the Regional Municipality of Durham (Region). The Region is responsible for all sanitary sewers and watermains plus appurtenances that are to be installed on all road allowances and registered easements within the Region. The Region manages a number of Regional Roads within the City and is also responsible for most storm sewers and appurtenances located within their roads. Maps illustrating Regional Roads within the City are provided in Appendix 1.

Subdivider's and their engineering consultant shall contact the Region of Durham, Works Department to obtain copies of the Region's design criteria and standards for sewers, watermains, and Regional roads or visit www.durham.ca. The City of Oshawa is primarily responsible for storm water drainage and City streets.

While the Region and City both function as separate entities, there are areas within the development process that are jointly managed by both such as the construction inspection process.

1.3.2 Central Ontario Lake Conservation Authority (CLOCA)

The Central Ontario Lake Conservation Authority (CLOCA) is a local, community-based, environmental organization that is responsible for managing watershed resources within the City of Oshawa. They offer information and analysis by reviewing land use plans, applications under the Planning Act, and supporting technical reports and drawings to provide formal comments that address environmental considerations. CLOCA provides comments on the impact to natural hazards and natural heritage features and systems including:

- Flood plain management
- Impact to identified watersheds
- SWM Outfall locations
- LID Infrastructure
- SWM pond hydraulic calculations to meet watershed targets
- Erosion and slope stability
- Wetlands, shorelines of lakes, rivers, and streams

- Ravines, valleys, and stream corridors
- Natural Heritage Features and Systems
- Groundwater, Source Water Protection, Hydrologic Features and Areas
- Fish and fish habitat protection
- Wildlife, movement and habitat protection

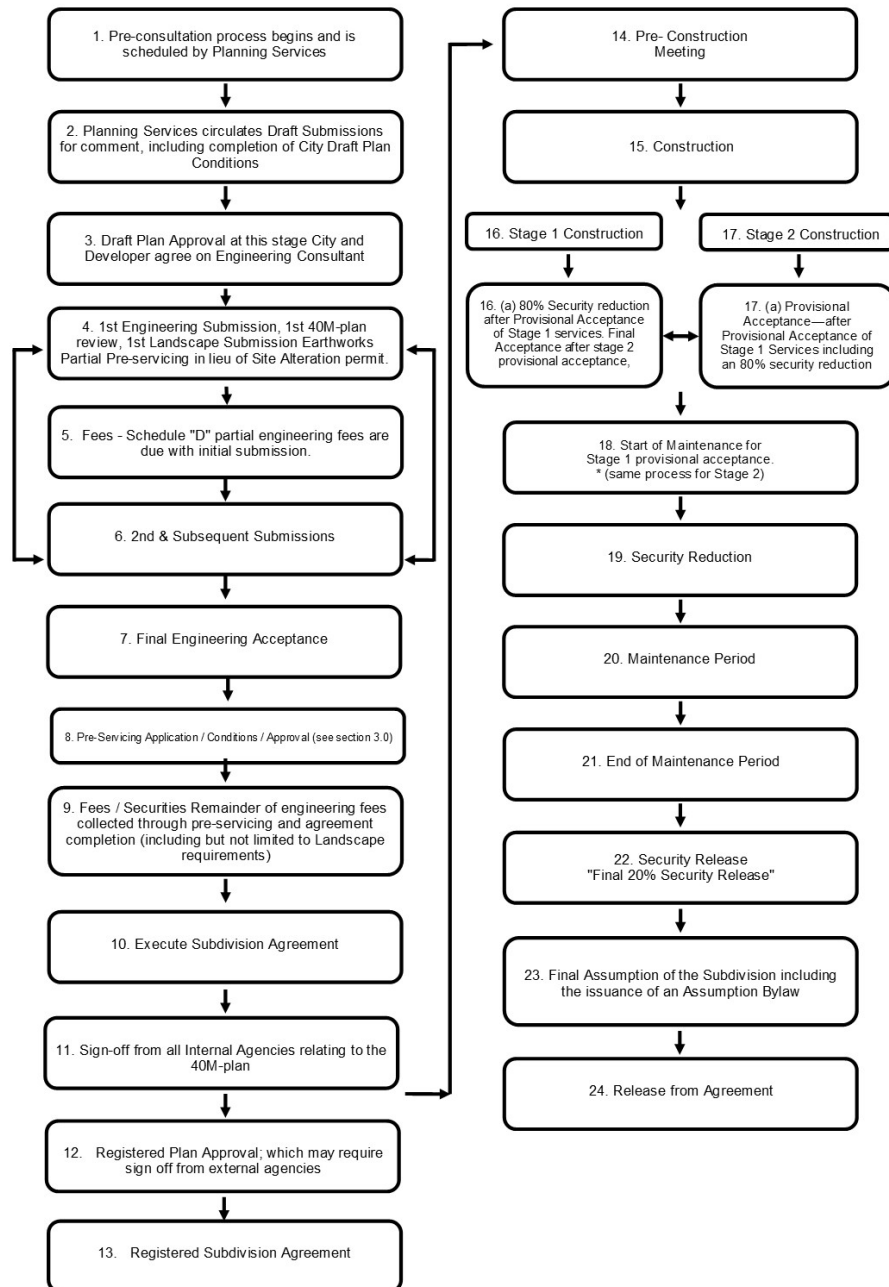
1.3.3 Others

There are also a number of other agencies, which may require the submission of engineering documents for approvals and permits or for general coordination. The following list is a sample of such agencies, however the responsibility for obtaining **all** appropriate external agency approvals ultimately shall be the developers and their consultants.

- Ministry of Natural Resources – (M.N.R.)
- Ministry of the Environment, Conservation and Parks – (M.E.C.P.)
- Ministry of Transportation – (M.T.O.)
- Ministry of Municipal Affairs and Housing (M.M.A.H.)
- Department of Fisheries and Oceans – (D.F.O.)
- Canada Post
- Environment Canada
- Oshawa P.U.C. Networks Inc.
- Enbridge Gas Distribution Inc.
- Bell Canada
- Rogers Cable
- Canadian Pacific Railways
- Canadian National Railway

1.4 Engineering Approvals & Subdivision Agreement Process

Development & Technical Services Engineering Subdivision Approval Process



1.5 Definition of Terms.

“CLI ECA” The municipal Consolidated Linear Infrastructure Environmental Compliance Approval (CLI ECA) replaces Environmental Compliance Approvals (ECAs) that were previously issued for components of municipal sewage collection systems and municipal stormwater management systems. The CLI ECA approval process gives approval authority to the City of Oshawa from the Province for all low-risk stormwater infrastructure ECAs.

“Exhibit ‘I’ The plan on Legal Sized (8 1/2 X 14) that illustrates existing and proposed sidewalks, fencing and Canada Post community mailbox locations and other related features considered appropriate. This plan must show the lot and block structure of the approved draft 40M-plan with all the related lot and block numbering.

“**Stage 1 Services**” means the construction of all underground services, intersection control and street name signs, (temporary street name signs shall be in place until permanent street name signs are installed), temporary pavement markings, street lighting, stormwater management facilities, storm sewers, foundation drain collectors, sanitary sewers and watermains with connections, storm sewer connections including catch basins, utility duct road crossings, granular base road with a binder course of asphalt, stage 1 curb, graded boulevards, electrical plant and all appurtenances normally associated with the construction of such services and may also include, where good engineering practice dictates, culverts, walkways, fencing, watercourse alterations and curbs and gutters.

“**Stage 2 Services**” means the completion of any service not included in the Stage 1 construction and without limitation includes the construction of the final course of asphalt pavement on roads, traffic management signage, the final pavement markings, the curbs and gutters, sidewalks, the sodding of boulevards, walkways, cul-de-sacs, the adjustment of all Stage 1 services to fit the Stage 2 construction, if necessary, the cleaning of sewers and any other necessary repair work to the Stage 1 services, driveway repair, and without limiting the generality of the foregoing, may also include any other service which may be required by the subdivision agreement.

“**Subdivider**” means the Subdivider named in the subdivision agreement or anyone obtaining title to any land in the Plan from him directly or indirectly and includes a mortgagee in possession of any land or any contractor retained by the Subdivider to build services or any subcontractor employed under such contractor or any other Subdivider or subcontractor or builder who obtains title to any land in the Plan as the context requires, but shall not extend to or include a homeowner or anyone obtaining title through or from a homeowner as defined in the subdivision agreement.

2.0 Subdivision Submission Requirements

The subdivision of land is subject to the Planning Act, R.S.O. 1990, c. P.13, as provided for under Section 50 of the Act. The requirements in this process guide primarily deals with the application and approval of an engineering submissions for a draft plan of subdivision.

2.1 Pre Consultation

Pre-consultation with the City of Oshawa by the developer and their consultants is mandatory and part of the draft plan development to confirm submission requirements and obtain available engineering data. All pre-consultation meeting requests shall be arranged through Planning Services. The Engineering Services Branch may require a number of studies to adequately review the proposed draft plan. The requirement for and timing of studies will be dependent on the scale of the development and if studies were provided as part of any previous planning process (i.e. Part II Plan).

All enquiries on submission requirements for Draft Plans and Landscape submissions shall be directed through Planning Services. As noted in the Oshawa Engineering Design Manual, the lot grading criteria in section 5.0 has been primarily developed to provide the basic principles to apply to properties under site plan and Subdivision development.

For more information on how to subdivide a piece of land, applicants are directed to contact Planning Services at the City of Oshawa or access the following link:

<https://www.oshawa.ca/en/city-hall/planning-services.aspx>

Upon receipt of a plan and requisite studies, the Development & Technical Services group coordinates comments from other City departments.

2.2 Subdivision Engineering Submission Requirements

The applicant is directed to the City of Oshawa Website for up to date submission requirements: [see](#) Section 2 of the Oshawa Engineering Design Criteria Manual

<https://www.oshawa.ca/en/business-development/engineering-design.aspx>

If the applicant/consultant is unsure of the terms and references required to be included for an acceptable submission, they should contact the City of Oshawa Engineering Services for requirements to be addressed, prior to the first submission.

Development & Technical Services will co-ordinate a response to the Consulting Engineer based on the internal circulation of the engineering submission to other Divisions and Branches within the Development Services Department, and will provide all marked up engineering drawings and other related documents as necessary to clarify the conclusion of comments received through this process. The Development & Technical Services Project Coordinator will provide a response that will describe the requirements for the

subsequent submission as it relates to the next submission and any other engineering related requirements.

2.2.1 Incomplete Engineering Submission(s)

If Engineering Services deems any submission incomplete, the submission will be returned without a complete review or comments. This can result in unnecessary and avoidable time delays.

2.2.2 Council Policies on Subdivision Development

Council policies referred to in this manual which may also be included as Appendices in the City of Oshawa Engineering Design Criteria Manual are transcribed from actual Council minutes. Certain changes in organizational restructuring, minor procedural changes, interpretation and administration of these policies referenced in this New Subdivision Development Engineering Process Guide are sometimes inferred and not actually reflected in the adopted policies.

2.2.3 Professional Engineer (Engineering Consultant)

The Subdivider is responsible for retaining a Professional Engineer to manage all engineering aspects of the subdivision development. A Professional Engineer licensed to practice in the province of Ontario and registered in the relevant design specialties must seal and sign all engineering products, including contract drawings, engineering reports and specifications. In the case of structural and foundation work, two stamps are required. The drawings and reports shall also bear the signature or stamp of the independent checker of the work.

The Consultant shall prepare the design in accordance with accepted technical standards, specifications, guidelines and state-of-the-art practices. Where appropriate, the Engineer/Consultant will be responsible for ensuring compliance with the most recent technical references. The City of Oshawa Engineer or designate will resolve any conflicts in design criteria.

2.3 Subsequent Engineering Submissions

Second and subsequent submissions of drawings and documents must be accompanied by a letter from the Engineer which identifies how previously requested changes or issues were addressed, and outline any additional changes that were made that affect the design previously reviewed by City staff. All copies of the marked drawings or other documents from the previous submission must also be returned. In addition, the applicant must return the comments Matrix with appropriate responses in the format sent to consultant.

This process will continue as above until the various divisions or branches of the department have indicated their acceptance of the drawings.

2.3.1 Engineering Review Fee for 5th and Subsequent Submission

Review of detailed engineering submissions for subdivision development that are beyond a 4th submission are subject to a fee, as per City of Oshawa General fees and Charges Bylaw 13-2003 as amended. Any submissions received beyond a 4th submission shall be submitted alongside a cheque for the required amount.

2.4 Consolidated Linear Infrastructure Compliance submission

The [Consolidated Linear Infrastructure Environmental Compliance Approval for the City of Oshawa Stormwater Management System](#) (CLI ECA SWM) streamlines the ECA approval process and gives approval authority to the City from the Province for all low-risk stormwater infrastructure ECAs.

Permissions for Sanitary and Watermain infrastructure changes are managed by the Region of Durham.

2.4.1 When is a CLI ECA SWM permit required?

A CLI ECA SWM Permit is required if the project includes changes (i.e., additions, modifications, replacements and/or extensions) to the City's stormwater management system under one of the following scenarios:

- Changes are on City-owned property or land which the City has easement rights, including parks and community centres serving a single parcel of land; and
- Addition of new storm sewers, stormwater management facilities (e.g., wet pond) and/or manufactured treatment devices (e.g., oil-grit separator unit) that will service a new subdivision development*

* excluding industrial, institutional, and commercial land.

2.4.2 Before you apply for a permit

All development applications must first go through the City's [Development Review Process](#), regardless of the applicable CLI ECA/EASR process.

Note: To facilitate final approval, it is advised that the requirements of the CLI ECA SWM application are incorporated into the design during the detailed engineering review process.

2.4.3 Permit application forms

In addition to stamped design documents (report/brief, drawings, design sheets) and the documentation, the consulting engineer is required to complete the appropriate permit application forms from the list below and return signed copies for Oshawa endorsement:

- [SW1: Storm Sewers, Ditches, and Culverts](#) - excludes pumping stations and forcemains.

- [SW2: Stormwater Management Facilities](#) - e.g., stormwater management ponds, low-impact development features, manufactured treatment devices, etc.
- [SW3: Third Pipe Collection Systems](#) - e.g., sewage works designed to collect and transmit foundation drainage and/or groundwater to a receiving surface water or dry well.
 - The design engineer must complete and sign Parts 1, 2, and 3 of the application forms with their final CLI ECA submission.
 - The City, as the Owner of the municipal stormwater management system, will complete Part 4 once the reviewer confirms the application is complete and acceptable.
 - Do not complete Part 5 during the design phase; the City will complete this part after construction is finished in accordance with the approved design and inspection requirements.

The issuing of this Approval does not negate the requirements of other regulatory agencies.

2.4.4 Application fees and submission

The applicable fees shall be calculated and assessed based on the current City of Oshawa (City) Engineering Fees are calculated in accordance with the current City Fees and Charges By-law 13 2003 and found in Schedule "D".

- Storm Sewers - Includes standard system components (e.g., Ditches, swales, culverts, inlets, manholes, outlets)
- Manufactured Treatment Device only (e.g., Oil-grit separator unit, filter unit)
- Stormwater Management Facility (e.g., Wet pond, engineered system with treatment) or Low Impact Development Filtration Facility (e.g., Bioretention facility)
- Stormwater Storage Facility (e.g., engineered system without treatment) or Low Impact Development Retention Facility (e.g., infiltration, evapotranspiration)

Questions regarding the application or fees can be directed to the Development Engineering Project Coordinator reviewing the file.

2.4.5 Final Engineering Requirements

The Engineer should consult with staff of Development & Technical Services to determine the final approval submission requirements for the agreement plans and Issued for Construction documents, which may be required on the conclusion of the engineering.

However, the general requirements are summarized as follows:

- Four (4) full scale sets of the final engineering drawings, stamped dated and initialed
- Two (2) half scale sets of the final engineering drawings
- Five (5) full-sized folded copies (8 ½ x 14) of the general plan(s)

- A digital copy of all resubmitted materials in a format compatible with City approved software.
- One (1) copy of the finalized Servicing Costs Estimate (as defined in section 2.2.6) in .XLS format
- One (1) copy of the SWM Operations Manual (if applicable)
- Draft copy of Exhibit 'I'

These final engineering drawings will be stamped and endorsed by Engineering Services for identification as the plans to form Appendix "II" of the subdivision agreement.

3.0 Pre-Servicing

In order for a Subdivider to obtain pre-servicing approval, the Subdivider, or their Engineer, must provide a formal written request to Engineering Services requesting approval to pre-service. The approval does not relieve the owner and/or applicant of the obligation to secure any other applicable approvals required for the proposed works. The owner shall further acknowledge and agree to obtain the Pre-Servicing: Earthworks Approval (Formerly Site Alteration Permit) prior to any grading activities within the limit of the Draft Plan.

After Engineering Services has received an official request for Pre-Servicing, Engineering Services will issue a set of Pre-Servicing Conditions. The Pre-Servicing Conditions must be satisfied prior to the Engineering Services issuing Pre-Servicing Approval.

3.1 Pre-Servicing: Earthworks Approval (Formerly Site Alteration Permit)

Authority for Earthworks or Site Alteration Approval, prior to finalizing a subdivision agreement with the City, is obtained by applying for and receiving Pre-Servicing – Earthworks approval and satisfying conditions and secure applicable approvals required for the proposed works. It is the sole responsibility of the developer (financial and otherwise) to ensure all approvals are in place, prior to any site alteration.

3.2 Pre-Servicing: Undergrounds Approval

Authority for subdivision pre-servicing approval, prior to execution of a subdivision or development agreement, is delegated to the Director of Engineering Services. Pre-servicing will only be considered where it is not possible to execute a subdivision agreement in the period required to commence servicing for engineered servicing that has otherwise found to be acceptable with conformation from all agencies and authorities involved.

4.0 Subdivision Agreement

Development & Technical Services will initiate the preparation of the first draft subdivision agreement following acceptance of the engineering drawings in principle, reference plans describing easements, draft 40M plan, the servicing cost estimate and the CLI's. Once Development & Technical Services has completed the first draft, it is forwarded to Planning Services for their input.

4.1 Servicing Cost Estimates

The Engineer will provide Development & Technical Services with a detailed cost estimate of the servicing for the subdivision for review, approval and calculation of the related fees to be included with the subdivision agreement. This information is required prior to, or as part of any request of pre-servicing.

See appendix 2 for template of servicing costs estimate.

4.2 Engineering Fees

City of Oshawa (City) Engineering Fees for engineering reviews and construction inspection are calculated in accordance with the current City Fees and Charges By-law 13 2003 and found in Schedule "D".

4.2.1 Total Engineering Fee

The Total Engineering Fee is a requirement prior to finalizing the Subdivision Agreement. This fee is calculated in accordance with the Current Fees and Charges By Law noted above. To calculate the City's Total Engineering Fee, the total cost of all servicing works is used to determine the fee bracket. Total Engineering Fee is a percentage of the City's portion of the servicing works or a minimum of, based on the fee bracket. The Preliminary Engineering Fee is credited towards this fee.

4.2.2 Preliminary Engineering Fee

A Preliminary Engineering Fee (base fee) according to the General Fees and Charges Bylaw to cover all Engineering Services costs associated with processing of the draft plan of subdivision, subdivision agreement, review of engineering drawings, construction inspection and acceptance of municipal services. This base fee forms part of the payment requirements calculated in accordance with By-law 13-2003. The fee must be paid prior to review and circulation of the First Engineering Submission. This non-refundable fee will be credited towards the Total Engineering Fee required for the municipal infrastructure works.

4.2.3 Storm Water Management Facility Fee

City staff establishes a fee amount for each development based on matters such as the size of the forebay, pond storage volume and estimated cost rate for sediment removal. The fee is only used for one future clean-out of a pond. Oshawa City Council authorized the fee through the implementation of Staff Report DS-16-211 approved and dated December 5, 2016.

4.2.4 Final Engineering Fee

A Final Engineering Fee is a requirement of the subdivision agreement. This fee is calculated in accordance with the Current Fees and Charges By-law noted above as the Total Engineering Fee minus the previously collected Processing Fees.

In addition to engineering and inspection fees, there are other fixed fees collected with the execution of the subdivision agreement in accordance with the General Fees and Charges By-law. Contact the Development Engineering Coordinator for required fees.

4.3 City's Share of Services - Oversizing

The City will cost share in any "oversizing" of collector and arterial roads. Section 44 of the Development Charges Act, 1997, S.O. 1997, c. 27, allows a municipality to enter into a cost share agreement as a means for advancing public infrastructure (roads, sewers, watermain, etc.) to support development and growth.

The financial responsibilities for both the Developer and the City are further detailed in the Development Charges Background Study, which is available on the City of Oshawa website.

4.4 Security for Services

In order to ensure the performance by the Subdivider for the installation, maintenance and repairs of the various public services and other matters performed by the Subdivider, the Subdivider shall deposit with the City, securities in the amount of **100%** of the estimated cost of the installation of the public services and other matters for which they are responsible.

A copy of City Council's policy in this regard is provided in the Appendices of this manual.

4.4.1 Types of Securities Acceptable for Subdivision Deposit

A Subdivider may be allowed the choice of any one or a combination of the following types of securities for subdivision deposits:

- a) Cash or Certified Cheque;
- b) Letter of Credit from a Chartered Bank;

A copy of City Council's policy and procedure for Types of Securities is provided in the Appendices 4 of this manual.

4.5 Insurance

Before commencing the construction of any services, and in accordance with the terms set out in the City's Subdivision Agreement, the Subdivider must provide the City with verification that it has in place a Commercial Liability (CGL). The insurance policy shall be written on an occurrence basis with a liability of not less than five million dollars

(\$5,000,000) per accident or occurrence and the City named on the policy as an Additional insured without subrogation, but only with respect to liability arising out of the operations of the Subdivider Construction.

5.0 Pre-Construction Meeting

Following acceptance of the contractor, the Subdivider's Engineer shall arrange a pre-construction meeting and must provide at least 48hrs notice with Construction Services At which time the Engineer must provide the City with the following:

- Contract bond, labour & materials bond, certificate of insurance, WSIB clearance certificate
- List of emergency contacts and telephone number of the consultant's contact person and qualified site inspectors in the event of an emergency.
- Materials suppliers
- Sub-Contractor Status
- Mix designs
- Work schedule that includes completion of Stage 1 and Stage 2 services
- Two complete sets of contract documents, including prices, one set of which will be executed by the Subdivider and the Contractor
- Long lead items
- Notice of project to Ministry of Labour
- Traffic Management Plan
- Company Safety Policy

5.1 "As Built" Requirements

For general as built drawing requirements please refer to section 11 of the City of Oshawa Engineering Design Criteria Manual. For Subdivision related as built requirements the following is required.

5.1.1 Stage 1 Services

The Engineer must submit the following documents and information to Construction Services in order to obtain an inspection certificate from Construction Services.

- Video inspection of all storm sewers, F.D.C. sewers, sanitary sewers, catchbasin leads, storm sewer connections and under-drains. Refer to the Region of Durham's Construction Specifications for Regional Services, Section 01450, Clause 1.07 - Camera Inspection for the correct format
- All soils and material test results as set out in Section 8.4 Material Testing – New Subdivisions in the Oshawa Engineering Design Criteria Manual
- Tabulated list of "As Built" inverts, pipe lengths and pipe grades of all storm sewers, FDC sewers, catchbasin leads and storm sewer connections for review and confirmation.
- Digital file of design sheets recalculated to conform to as-built measurements for House service connections (laterals) for water, sanitary, F.D.C. and storm sewers

- (where roof drain connections are provided for street town homes) are required to be shown on a location plan.
- "As Built" information of all control grade elevations (pond invert, berm weirs, orifice plate, riser pipe inlets, etc.) together with piping inverts and grades for any stormwater management facility for review and confirmation.

5.1.2 Stage 2 Services

The Engineer must submit all documents and information as previously listed in the requirements for Stage 1 services that would relate to the quality control construction of the Stage 2 services to Construction Services to allow confirmation of the inspection of the "As Built" Stage 2 services.

The following declaration is required for all Stage 2 as built plans:

I, _____, P.Eng., hereby confirm that the as built information shown on this plan is accurate to within acceptable thresholds of City of Oshawa Engineering design standards and that the information contained on these drawings accurately reflects what has been constructed.

If the Engineer making the above declaration/acknowledgement differs from the Engineer who stamped the original drawings then the stamp on the as built is to be updated to reflect this.

5.2 Provisional & Final Acceptance of Subdivision Services

The Subdivider, following completion of construction and rectification of all deficiencies of City services, shall be entitled to a certificate of Acceptance (completion acceptance) of the services constructed. The following chart shows the requirements for each stage of Acceptance.

	Stage 1 Provisional Acceptance	Stage 2 Provisional Acceptance	Stage 1 Final Acceptance	Stage 2 Final Acceptance (Assumption)
Consulting Engineer's Certificate	✓	✓		
OPUC Offer to Connect	✓			
Utility Contract Information	✓			
Regional Inspection Certificate	✓		✓	
Streetlight Inspection Certificate	✓		✓	✓
City Inspection Certificate	✓	✓	✓	✓
Statutory Declaration	✓	✓	✓	✓

{FEE} Letter of Credit Reduction Fee	✓	✓	✓	
{FEE} Processing of Final Acceptance / Assumption Bylaw				✓
OLS Certificate				✓
Cross Connection Certificate				✓
As Built Drawings				✓
Lot Grading Certificates				✓
1.0m Driveway Clearance Letter				✓

5.3 Engineering Services Requirements for Building Permit Release

Certain conditions will have to be satisfied in order for Engineering Services to provide approval of the release of building permits within a subdivision. Some standard conditions of Engineering Services are below. The Subdivider shall also review the registered agreement (Schedule 'D') for any other specific conditions that require satisfaction prior to the issuance of building permits.

- The services on the streets within a plan of subdivision have been constructed and the full depths of Granular "B" gravel and Granular "A" gravel have been placed
- Submission of evidence that an agreement has been executed with the Oshawa PUC Networks Inc. and/or the private utility contractor for installation of street lighting.
- The proposed erosion and sediment controls have been implemented and are functioning to the satisfaction of Engineering Services

5.4 Guarantee & Maintenance Period

In accordance with City Council policy regarding residential development, the Subdivider shall guarantee all of the Services from all defects in workmanship or material for a minimum period of two years. During the maintenance period the Subdivider shall maintain all services in good working order and in a good state of repair.

6.0 Miscellaneous - Development

6.1 Lot Grading Deposits & Certificates

All lot grading will be inspected and certified by the builder's / Subdivider's engineer to ensure it follows the approved grading design. Once satisfied, the engineer will forward a lot grading certificate to both the developer and the City.

Any required revised lot grading certificates as per Section 2.2 of the Subdivision Agreement and as per Article 26 of Appendix 'I' are also to be completed by the builder's / Subdivider's engineer. Once satisfied, the engineer will forward a lot grading certificate to both the developer and the City.

The City does not hold grading deposits; these deposits are a private matter between the builder and homeowner. Typically, in Purchase and Sale Agreements, the agreement between the builder and the homeowner indicates the refund is returned upon final acceptance or assumption of the subdivision. The City cannot issue an assumption bylaw until the Developer has fulfilled all of the requirements of the registered Subdivision Agreement.

6.2 Asset Management

The City aims to promote sustainable designs and standards in its Asset Management practices. This process is intended to maximize the lifespan of assets at the most cost-effective rate.

The design of municipal infrastructure shall be aligned with the City's [Asset Management Plan](#) and [Strategic Asset Management Policy](#).

To support infrastructure design decisions, a cost benefit analysis may be required to evaluate the financial implications and whole life cost in comparison to alternative solutions.

6.3 Stormwater Management Cash-in-Lieu

A Cash-in-Lieu contribution may be an option to developers in lieu of installing stormwater controls where a typical stormwater management device/feature for the purpose of stormwater quality or stream erosion/volume control may not be feasible or practical.

The City of Oshawa will maintain control over whether this option is available. Developers cannot make use of the cash-in-lieu option without pre-approval from the City of Oshawa.

Cash-in-Lieu contribution is based on the value equivalent to the installation cost of the device/feature required to meet the applicable stormwater target.

Cost estimate for the in lieu contribution shall be prepared by developer's consultant and submitted to City staff for approval

6.4 Residential Development Charges

The City of Oshawa Development Charge By-law as amended from time to time provides for charges to be imposed against development of land to pay for increased capital costs required to satisfy the increased needs for services arising from the development of the area to which the by-law applies.

The Subdivider should contact Building Services for a copy of current City development charges. The City's website will also provide a copy of the current by-law and current charges. All City residential Development Charges are collected by Building Services prior to issuance of a building permit.

In addition to City of Oshawa Development Charges the following agencies also collect separate development charges; the Region of Durham, the Durham Board of Education and the Durham Catholic Board of Education.

6.5 Provision of Services by the City of Oshawa

The Subdivider will be responsible for the cost of any signs and install street name and traffic control signs upon completion of Stage I Services. For additional information on the City's standards and policies related to provision of street signs refer to Section 11.0 of the current City of Oshawa Engineering Design Manual & Oshawa Standards and Specifications Drawings.

Winter road maintenance and waste collection will be provided by the City upon completion of Stage I Services and upon occupancy of any dwelling unit. Winter sidewalk maintenance will be provided by the City where the sidewalk is adjacent to City property and where boulevard grading has been completed. Waste collection will only be provided to occupied dwellings. The Subdivider will, at their expense, be responsible for snow plowing and waste collection services if any dwellings are occupied prior to binder asphalt being placed. The Subdivider will also, at their expense, be responsible for snow plowing of all emergency access roads as may be required because of phasing limits to provide secondary access as determined necessary through the engineering review process.