

APPENDIX "B"

Attach a copy of the map indicating the boundaries of the benefitting area

SCHEDULE "B"
QUALITY ASSURANCE DOCUMENTS

This is Schedule "B" of the Regional District of Central Okanagan
Subdivision and Development Servicing Bylaw No. 704



Administrator

SCHEDULE "B.1" - COMMITMENT BY OWNER AND ENGINEER

(This form must be submitted before the *Regional District Engineer* will issue a certificate to commence construction. A separate form must be submitted by each *Engineer*.)

Director of Engineering Services
Regional District of Central Okanagan
1450 KLO Road
Kelowna, B.C.
VFW 3Z4

Date: _____

Dear Sir:

RE:

.....
(Legal Description and Address of *Subdivision or Development*)

The undersigned *Owner* has retained as the *Owner's Engineer* to coordinate and review all associated design criteria and *field reviews* of all *works* required for this *subdivision or development*. The *Owner's Engineer* shall take all such steps as regulated under the Provincial Statute for his or her profession and by definition of *field reviews* hereinafter set forth, to ascertain that the design will comply with and construction will substantially conform in all material respects with the provisions of the *Subdivision Bylaw* and other applicable Permits, Bylaws, Acts, and Regulations which apply to the *subdivision or development*. The *Owner's Engineer* will ensure that only qualified personnel are retained to carry out tests, inspect or carry out design *work*, detailing, or *field reviews*.

"*field reviews*" mean such reviews of the *work*:

- (a) at the site of *subdivision or development* to which the *subdivision* application or building permit relates, **AND**;
- (b) where applicable, at the fabrication site where components of the required *works* are fabricated,

that the *Owner's Engineer*, in his or her professional discretion, considers to be necessary in order to ascertain that the *work* substantially conforms in all material respects to the design drawings and supporting documents prepared by the *Owner's Engineer* and as marked, "**Approved for Construction**" by the *Regional District Engineer*. This will include keeping record of all site visits and any corrective actions taken as a result thereof.

The undersigned *Owner* has given a contractual mandate to the *Owner's Engineer* to review reports of other testing and inspection agencies and disciplines where necessary, comment on their

acceptability, determine the corrective action to take if unacceptable, and maintain a detailed record of every such report and comment. The *Owner's Engineer* will submit summary progress reports to the *Regional District Engineer* on request.

The *Owner* and the *Owner's Engineer* acknowledge their responsibility to each notify the *Regional District Engineer* in writing thirty (30) days prior to any intended termination of or by the *Owner's Engineer*. The *Owner* and the *Owner's Engineer* understand that where the *Owner's Engineer* ceases to be retained at any time during construction of the *works, work* on the above *subdivision or development* shall cease until such time as

- (a) a new *engineer* has been retained, **AND;**
- (b) new documentation as contained in Schedules B.1 and B.2 of the *Subdivision Bylaw* are submitted to the *Regional District Engineer*.

The undersigned *Engineer* certifies that he/she is an *engineer* licensed to practice in the Province of British Columbia and has been retained to ensure that the design will comply with and construction of the *subdivision or development* will substantially conform in all material respects with the *Subdivision Bylaw* and will submit letters of Certification of Bylaw Compliance as needed, for the approval of the above *subdivision or development*.

Furthermore, the undersigned *Engineer* hereby covenants that his or her firm presently carries liability insurance in the amount of one million dollars (\$1,000,000).

If *Owner* is an individual:

SIGNED this	day of	, 19)	
by the <i>Owner</i>	in the presence of:)	
.....)	
Name of Witness) <i>Owner's name</i>
.....)	
Signature of Witness) <i>Owner's signature</i>
.....)	
Occupation of Witness)	

If *Owner* is a company:

SIGNED this day of , 19)
by the *Owner* in the presence of:) Company name
)
.....) by its authorized signatories
Name of Witness)
)
.....)
Signature of Witness)
)
.....)
Occupation of Witness)

SIGNED this day of , 19)
by the *Owner's Engineer* in the presence of:)
)
.....)
Name of Witness) *Engineer's name*
)
.....)
Signature of Witness) *Engineer's signature*
)
.....)
Occupation of Witness)

(If the *Owner's Engineer* is a member of a firm, complete the following)

I am a member of the firm
and I sign this letter on their behalf.

SCHEDULE "B.2" - COMMITMENT TO DESIGN AND FIELD REVIEW

(This form must be submitted before the *Regional District Engineer* will issue a certificate to commence construction. A separate form must be submitted by each *Engineer*.)

Director of Engineering Services
Regional District of Central Okanagan
1450 KLO Road
Kelowna, B.C.
V1W 3Z4

Date: _____

Dear Sir:

RE:

.....
(Legal Description))

The undersigned *Engineer* hereby gives the

Double.

(Initial applicable works below and cross out and initial n

- roads
- curb and gutter, *sidewalks*, and *boulevards*
- *water distribution system*
- sanitary sewer system
- storm *drainage system*
- *street lighting*, electrical and communication wiring
- geotechnical - under *subdivision* application
- geotechnical - under building permit
- sediment, drainage, and erosion control

for the *subdivision or development* will be designed, constructed and installed in accordance with the *Subdivision Bylaw*.

The undersigned *Engineer* hereby undertakes to be responsible for the *field reviews* of the above referenced *works* during construction.

The undersigned also undertakes to notify the *Regional District* in writing as soon as possible if the undersigned's contract for *field reviews* is terminated at any time during construction.

I certify that I am an *engineer* licensed to practice in the Province of British Columbia

SIGNED this day of , 19)
by the *Engineer* in the presence of:)

.....)
Name of Witness)

.....)
Engineer's name

.....)
Signature of Witness)

.....)
Engineer's signature

.....)
Occupation of Witness)

(If the *Engineer* is a member of a firm, complete the following)

I am a member of the firm
and I sign this letter on their behalf.

SCHEDULE "B.3" - CERTIFICATION OF BYLAW COMPLIANCE

(This form must be submitted after *Substantial Performance* of the work but before the *Regional District Engineer* will issue a *Certificate of Total Performance*. A separate form must be submitted by each *Engineer*.)

Director of Engineering Services
Regional District of Central Okanagan
1450 KLO Road
Kelowna, B.C.
V1W 3Z4

Date:

Dear Sir:

RE:

.....
(Legal Description and Address of *Subdivision* or *Development*)

I hereby certify that

- (a) I have fulfilled my obligations for *field reviews* as outlined in the *Subdivision Bylaw*, and the previously submitted "Commitment to Design and Field Review",
- (b) those *works* of the *subdivision or development* opposite my initials in the previously submitted "Commitment to Design and Field Review" substantially comply in all material respects with;
 - i) the applicable provisions and requirements of the *Subdivision Bylaw*.
 - ii) the design drawings and supporting documents submitted in support of the application for *subdivision or development*.
- (c) I have enclosed the final as constructed drawings and supporting documents prepared by me for this *subdivision or development*.
- (d) I am an *engineer* licensed to practice in the Province of British Columbia.

(Each Engineer shall complete the following)

SIGNED this day of , 19)
by the *Owner's Engineer* in the presence of:)

.....
Name of Witness

)
.....
Engineer's name

.....
Address of Witness

)
.....
Engineer's signature

.....
Occupation of Witness

(If the *Owner's Engineer* is a member of a firm, complete the following)

I am a member of the firm
and I sign this letter on their behalf.