



The Corporation
of the City
of Cambridge

SITE PLAN INSPECTION REQUEST FORM

Date of request: _____

Site Plan Coordinator
The Corporation of the City of Cambridge
P. O. Box 669, 50 Dickson Street
Planning Services Department
Cambridge, ON N1R 5W8

Re: Site Plan Inspection Request

Site Plan File Number: SP_____

Site Address:_____

Project Name:_____

Please accept this letter as my formal request for a site plan inspection.

I have conducted my own review of the site and confirm that the following site works are complete in accordance with the site plan, which was approved by the City of Cambridge on _____ (provide date of approval).

Name	Address	Phone Nos.
Registered Owner of Subject Land		Home
	Postal Code	Business
	Email Address	Fax
Agent or Consultant		Home
	Postal Code	Business
	Email Address	Fax

With whom should the Site Plan Coordinator be corresponding with regarding the inspection?
(Please circle one only)

Owner

Agent/Consultant

Yes	No	N/A	Issue
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Building/Structures constructed (exterior appearance, size and location as per approved elevation drawings)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Sod and seeding (as specified on my approved landscape plan)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Planting (plant materials and size consistent with approved landscape plan)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Landscape features (benches, planters, sitting areas, play areas etc.)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Paving (including any arrows or lines as illustrated on site plan)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Parking areas (including lining)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Curbing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Walkways (width and locations as specified on site plan)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Patios
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Lot grading
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Stormwater management
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fencing
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Acoustical walls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Retaining walls
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Fire Route signs are posted in specified locations as per the City of Cambridge standard including by-law number.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Handicapped parking signs are posted as per the City of Cambridge standard.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Engineering compliance letters for storm water management and grading completed by a professional engineer have been submitted to the City of Cambridge and approved by the City Engineer.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Other site plan features – please specify
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

I am aware that if any deficiencies are found on this site an additional inspection will be required and is subject to a fee of \$300.00. I am also aware that partial releases of letters of credit are subject to a \$300 fee.

Signature of Owner/Authorized Applicant