

# PRE-INSPECTION REPORT CHECKLIST

The checklist, if used, must be submitted 30 days prior to the ePlan Inspection Request.

Location/Project Name:	Date:
Inspector:	Client/Contractor:

Landscaping Items Checklist		
<u>Trees</u>	<u>Check if Applicable</u>	<u>Is the deficiency Corrected, if present?</u>
Trees have acceptable vitality and form		
Correct size/caliper of specified plant material installed		
Tree planted as per city specification and approved drawing detail		
Wire baskets are cut or folded 1/3 down		
Trees are straight and aligned as necessary		
Pests and diseases are controlled		
Wound assessment		
Root form, no J root or girdling, no major root cuts		
Root flare is 40mm above grade		
Stakes painted the correct color by year planted		
Dead, diseased, and damaged plant material pruned and removed		
Suckers removed		
Tree ties and nursery flagging removed		
Tree protection and hoarding if within 5m of active construction		
Adequate space for mowers between trees and obstacles		
Public boulevard free of detrimental items		

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<b><u>Shrubs / Perennials</u></b>	<b><u>Check if Applicable</u></b>	<b><u>Is the deficiency Corrected, if present?</u></b>
Planted according to plan (size, location, species)		
Proper topsoil and mulch depth		
Bed edges cut in		
Optimal spacing for mature growth (0.5 m for mature spread from edge of pathways etc.)		
Healthy, pest, and disease-free		
Incorporate bollards or light standards within beds		
Adequate space for mowers between beds and obstacles		
Tapered beds for mower access		
No mulch below SWMF flood line		
Soil/mulch pulled away from plant base		
Suitable site conditions for plant material		
Visible/flagged small shrubs in naturalized settings		
<b><u>Seed, Sod or Turf Areas</u></b>	<b><u>Check if Applicable</u></b>	<b><u>Is the deficiency Corrected, if present?</u></b>
Approved seed or sod mix		
Appropriate establishment 90% established - no more than 10% not established & the 10% is not in concentrated areas		
Repair ruts posing safety hazard		
Weed control as per the Weed control Act of Alberta		
If there are damaged areas of turf, appropriate amendments as necessary		
Even sod flush with adjacent surfaces		

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Mow strip along trail or fence line present		
Repaired low points for proper drainage		
Alternative solutions if sod, or seed won't grow		
Aeration provided if there is evidence of compaction		
If naturalized seed, mow no more than 1/3 of blade height or minimum height of 100-150mm		
<b><u>General</u></b>	<u>Check if Applicable</u>	<u>Is the deficiency Corrected, if present?</u>
Installed per plans, quantity, and location		
Proper offsets from utilities, property lines, etc.		
No safety concerns		
No encroachments on city property		
Homebuilder debris removed		
Remediation for damaged landscaping		
Imminent hazards rectified		
Aeration in areas of soil compaction		
Erosion Control Measures as necessary		
Debris, garbage, hazards removed		
Repaired erosion cracking/washouts		
Gates clear of plant material obstruction		
Swales not directed towards mulch beds		
Mower-friendly side slope maintenance		
Permanent, safe boulder installations		
Existing plant material remains viable		

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Special features installed per plans		
LID features installed as per plan		
Landscape Tie-In harmonious with surroundings		
Lay down area restored to natural state		
<b><u>Grading</u></b>	<u>Check if Applicable</u>	<u>Is the deficiency Corrected, if present?</u>
If the slopes are greater than 3:1, is the site naturalized?		
Are there any areas where water is collecting in low spots?		
Is hardscape set at appropriate height to allow drainage as necessary		
Is there erosion issues from adjacent property		
Do you have the appropriate ESC measures in place to prevent damage to landscaping		