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PERMIT TO WORK IN ROAD ALLOWANCE, MUNICIPAL ROW or MUNICIPAL PROPERTY

- A. Works must be carried out by a licensed contracting firm holding public liability insurance coverage of \$5,000,000 minimum. **COPY OF POLICY TO BE SUPPLIED.**
- B. This permit does not include blasting.
- C. A copy of this permit must be kept on site at all times.
- D. **IN MATTERS CONCERNING THE MOVEMENT OF SOIL WITHIN THE MUNICIPALITY, THE CURRENT SOIL DEPOSIT BY-LAW MUST BE COMPLIED WITH AND THE NECESSARY PERMITS OBTAINED.**

WORK SITE:

Legal Description: Lot

Section

Range

Plan

Street Address:

ISSUED BY:

APPLICANT

ADDRESS

CONTACT NAME

CONTACT PHONE: DAY

NIGHT

ALTERNATIVE CONTACT(S) WITH PHONE #:

INSURANCE COMPANY

POLICY NO:

NOTE: An insurance certificate must accompany each application.

DESCRIPTION OF WORKS

FILE NO

DATE OF ISSUE

VALID UNTIL

NOTE: Security for all works to be carried out within the road allowance, per Section 1.B.7.01 of the Municipal Specifications must be in place for this permit to be valid.

CONDITIONS

1. Municipal Public Works Inspector to be notified a minimum of two (2) business days before the work commences.

The Applicant or his agent will notify this office at least four (4) hours prior to required inspections. The Municipality will not accept any works installed and covered without having received said notification. Scheduled and spot inspections by the Municipality will not relieve the applicant of responsibility to construct the works to the approved Design Drawings and/or Engineering Specifications of the Municipality.
2. Central Saanich Engineering Specifications will apply.
3. Workers' Compensation Act to be strictly complied with.
4. Excavations must be adequately protected by barricades at all times and traffic warning signs shall be placed 100 meters on either side of the work. Provide and maintain hazard warning lights at night for the protection of the site, public traffic and the safety and convenience of pedestrian traffic. Failure to comply can result in Municipal crews taking corrective measures and billing the Applicant.
5. Existing services must be located and exposed before construction proceeds. Care shall be taken when excavating around existing services.
6. Damages to Municipal services will be repaired by Municipal staff at the applicant's expense.
7. Excavations on the shoulder or under the travelled portion of the street will require the surface material to be cut in neat straight lines at the edges of the trench by means of an asphalt cutting wheel or pneumatic pavement breaker. Where the edges of any are requiring repaving extend outside the straight lines cut, further cuts shall be made so that the final patch will have a neat appearance. The excavation will be backfilled with gravel and mechanically compacted in lifts not exceeding 300 mm in depth. All material excavated from the trench will be removed from the job site. All gravel filled cuts must be maintained to the original travelled surface until final paving is installed. Hot-mix asphaltic pavement must be placed within three (3) days. If weather conditions do not permit hot-mix asphalt at the time of installation, temporary cold-mist asphalt must be placed within the three (3) day period and replaced with hot-mix when weather permits. Where any part of a concrete sidewalk is removed or damaged, replacement shall extend to the next existing construction/expansion joint(s).
8. Trench excavations crossing the boulevard may be back-filled with native material and the top 200 mm backfilled with topsoil and reseeded. The backfill will be heaped over the trench sufficiently to allow for future settlement. The remainder of the boulevard shall be completely restored to its original condition or better.
9. Stockpiling of excavated materials on the travelled portion of the pavement will not be permitted other than during normal working hours. No materials shall be stockpiled in such a manner as to create a hazard.

- 10. Machines with steel tracks or flat steel pads will not be allowed on the travelled portion of the pavement at any time.
- 11. Single lane traffic will be permitted only if a certified flag-person is provided at all times.
- 12. Pedestrian access must be maintained at all times.
- 13. Street closures will require prior written approval from the Municipal Engineering Department.
- 14. Traffic Control Plan may be required at the discretion of the Municipal Engineering Department.
- 15. Notice of Construction to be delivered to adjacent properties as directed by the Municipal Engineering Department.
- 16. **Call BC ONECALL for location of existing telephone and gas utilities 1-800-474-6886.**
- 17. In consideration of the granting of this permit, the Applicant hereby agrees to indemnify and release the Corporation of the District of Central Saanich against all claims, liabilities, judgements, cost and expenses whatsoever which may, in any way, accrue against the said Corporation in consequence of, and incidental to, the granting of this permit, if issued. The Applicant further agrees to pay the cost of repairing any damage to Municipal services by reason of construction of the works described herein, for which this permit is issued.
- 18. Permit Fee: \$50.00 per day (plus minimum \$250 Damage Deposit or 1.25% value of works)

Fee Paid 4% Administration Fee/\$50 per day _____

Date: _____

By signature below, the Applicant acknowledges and agrees to all the conditions listed herein.

Applicant's Signature: _____

Authorizing Signature _____

District of Central Saanich