

# Traffic Regulation Bylaw No. 2681, 2019

## Work Permit Application



**DATE OF APPLICATION:**

DD / MM / YYYY

Office use only:

Work Permit # : \_\_\_\_\_

### APPLICANT DETAILS:

Applicant's Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### WORK PERMIT DETAILS:

1. **Address** of Work / Filming / Event: \_\_\_\_\_

2. **Name** of Construction Project / Production / Event: \_\_\_\_\_

3. **Is this related to a development that has a valid Servicing Agreement?**  Yes  No

4. **Reason Work Permit Required** (check one):

- Perform work on District Property
- Filming – road closure, sidewalk closure, etc.
- Temporary parking in bike lane (max. 72 hrs)
- Temporary sidewalk closure
- Remediation test hole sampling
- Special Event – road closure, sidewalk closure, etc.
- Other (print work details in '1. General Description of Works' below)

5. **General Description of Work / Event**– every effort must be made not to inconvenience the public:

6. **Prime Contractor** – Multiple contractors working within the same work area?  Yes  No  
**If yes, a Prime Contractor form must be included with this application.**

If there will be multiple employers at the place of work, one employer must be designated as “*Prime Contractor*”, as defined in the Worker’s Compensation Act. This employer must be the one to complete and sign this application form. In the event that the District of Squamish will be working within the same place of work during the time that this Work Permit is valid, the contractor must be the one to complete this form and will be designated Prime Contractor. Commencing on the effective date of the Work Permit and until such time as the work is complete, the Prime Contractor shall comply with all resulting requirements and obligations including coordination of the health and safety activities of all employers at the Place of Work and shall comply with the obligations of a prime contractor for a multi-employer workplace as prescribed by the applicable regulations.

7. **Construction Drawings** (construction applications only) – approved drawings are listed as follows:

Drawing No.	Description

8. **Conduct of Work**

The Applicant agrees:

- 8.1 to **start** work on
- 8.2 to **complete** work not later than
- 8.3 hours of work: \_\_\_\_\_ to \_\_\_\_\_ , Monday through Friday;  
 hours of work: \_\_\_\_\_ to \_\_\_\_\_ , Saturday  
 hours of work: \_\_\_\_\_ to \_\_\_\_\_ , Sunday
- 8.4 to **advise in writing the District of Squamish** as soon as possible but no later than five (5) working days before start of work;
- 8.5 to notify in writing residents and businesses affected by the proposed works at least 3 working days before start of work;
- 8.6 the works will be done in **conformance** with all pertinent by-laws, standards and specifications as set out by the District of Squamish and its servants;
- 8.7 to obtain **prior written approval of District for any changes** to the design and specifications of the works set out in the Construction Drawings, the Subdivision Bylaw and the Special Event Policy (if applicable);
- 8.8 to carry out the **work expeditiously, with due diligence**; that if, in the opinion of the District, the work is not being carried out with due diligence, the District may, in writing, order the Applicant to employ

additional crew, Traffic Control Personnel, machinery, tools, plant equipment, materials, articles and things deemed necessary by the District, for the diligent advancement of the work; or if within five (5) working days upon issuance of such a request by the District the Applicant fails to comply the Permit may be revoked and the District may itself or employ such person or persons to repair and/or restore District controlled property to the satisfaction of the District the cost of which shall be at the Applicant's expense;

8.9 during the period of the work to provide and maintain **essential services** to the parcel of land;

**8.10** to be responsible for **traffic control**

#### **Traffic General**

Provide, erect and maintain all requisite barriers, fences, or other proper protection, and must provide, keep and maintain such watchmen and lights with amber globes (as may be necessary), in accordance with the "B.C. Traffic Control Manual for work on Roadways" in order to insure safety to the public as well as to those engaged about the premises or works, and must keep any roadway open for travel for the use of the public;

Local traffic must be accommodated through the work zone without hazard and with the least possible delay;

All traffic control signs, such as stop signs, yield signs, school signs and playground signs, shall operate at all times during the work. When the permanent signs are removed during works, the Applicant shall keep and maintain temporary signs in place at all times until permanent replacement signs are reinstated. These temporary signs shall be of equal quality to the permanent signs;

#### **Traffic Particulars**

**All applications must provide a Traffic Management Plan – please attach to this application**

8.11 to comply with any **changes in subdivision requirements or standards** enacted by bylaw prior to the actual work upon the lands as contemplated by this Permit;

8.12 that the works, at the discretion of the District, may be varied because of conditions at the site, so that the works function and operate in a manner satisfactory to the District and should the works provided to be constructed herein, prove to be in any way defective or should they not operate to the satisfaction of the District prior to their completion, then the Applicant shall, at his own expense modify and reconstruct the works so that the works shall be fully operative and function to the satisfaction of the District, such satisfaction to be indicated by a certification signed by the District;

8.13 **not to damage any District works**, services or property and in default shall replace, repair and restore any damage of whatsoever nature to the reasonable satisfaction of the District. If the Applicant fails to comply with a request by the District to repair and restore such damage, the District may itself or employ such person or persons to perform the repair and restoration to the satisfaction of the District, the cost of which shall be at the Applicant's expense;

8.14 **to protect all legal survey posts**, including wooden posts, iron pins, concrete monuments, or concrete bench marks from destruction, damage or disturbance. In the event of failure to protect any such legal survey post or posts, the Applicant shall retain, at his own expense, a British Columbia Land Surveyor to re-establish such posts;

### 8.15 Cleanup

Remove from public highway and/or property all rubbish and other material; clean up and thoroughly restore all such places as often as required, and/or as directed by the Squamish Operations Department, so as not to cause undue inconvenience to the public. If upon issuance of a cleanup request by the District the Applicant fails to comply the District may itself or employ such person or persons to cleanup District controlled property to the satisfaction of the District the cost of which shall be at the Applicant's expense;

### 9. Indemnify District / Insurance

- 9.1 The Applicant agrees to indemnify and save harmless the District of Squamish against any and all claims, actions, or expenses whatsoever or by whomsoever brought against the District by reason of the District granting to me this Work Permit or by reason of the works referred to above.
- 9.2 The applicant covenants and agrees to purchase and keep in effect **commercial general liability insurance coverage until the completion of the works. Such insurance shall be in the amount of at least five million dollars per occurrence** and shall protect the Owner and the District of Squamish. 30 days written cancellation or change notice is required on all policies.

#### Included with this application are:

- Traffic Management Plan
- \$5m Liability Insurance with District additionally insured
- Valid District of Squamish Business License
- Current WorkSafe Clearance letter

In WITNESS WHEREOF the parties have signed this permit on the

DD / MM / YYYY
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\_\_\_\_\_  
**Signature of Applicant**

OFFICE USE ONLY:	
Drawings received for the purpose of this Work Permit by the Engineering Dept. on the _____ day of _____, 20____.	
<b>APPROVED WORK PERMIT #:</b> _____ -20____ (File: 5280.14)	<b>Comments/Conditions of Permit:</b>
<input type="checkbox"/> Traffic Management Plan attached	_____
<input type="checkbox"/> \$5Mil Liability Insurance provided	_____
<input type="checkbox"/> Valid District of Squamish Business Licence (not applicable events)	_____
<input type="checkbox"/> Current WorkSafe clearance letter dated within last 7 days (Events)	_____
_____ Date: ____/____/____ Engineering Technician signature DD MM YYYY	_____
_____ Date: ____/____/____ Municipal Official signature DD MM YYYY	_____