



ENGINEERING SERVICES

1229 Esquimalt Road, Esquimalt, B.C., V9A 3P1
Phone (250)414-7108 Fax (250) 414-7160
www.esquimalt.ca

**ROAD ALLOWANCE
CONSTRUCTION PERMIT**

Part 1 of 4

An application for Permission to work in the Road Allowance must be obtained by the Contractor, the Firm or the Resident responsible.

NOTE: All data fields must be filled out for the application to be processed. Please put N/A in any field that does not apply to this permit.

Date: _____

Please Print Clearly

Name		Company	
Address		City	
Email		Postal Code	
Phone	Cell	Fax	

Location of Work
Type of work:
Timetable Start Date and Time: _____ Finish Date and Time: _____

I/we _____, hereby apply for permission to construct works within the limits of the road under jurisdiction of the Corporation of the Township of Esquimalt in accordance with detailed plans and specifications of the work submitted herewith.

The following are also to accompany this application:

1. A deposit in the form of cash, cheque, or letter of credit to meet the cost of repairing any damage which may be done to the highway during the proposed work, and sufficient to ensure that the proposed work may be completed by the Municipality if left incomplete by the applicant;
2. An indemnification and release of the Municipality from and against all claims, damages, and costs which may arise out of the proposed work (please see below**);
3. Proof of property damage and public liability insurance, showing Township of Esquimalt as an additional named insured, in the minimum amount of two million dollars (\$2,000,000), submitted by the general contractor and any sub-contractor involved in the work.
4. Assume Prime Contractor status for your property.

Signature: _____

Date: _____

ROAD ALLOWANCE CONSTRUCTION PERMIT No. _____

Waiver and Release **

* _____ in consideration of The Corporation of the Township of Esquimalt granting * _____ permission to construction works within the limits of a highway as per Permit No. _____ DOES HEREBY RELEASE and DOES HEREBY COVENANT to indemnify and save harmless The Corporation of the Township of Esquimalt of and from any and all manner of action, causes of action, claims and demands whatsoever which * _____ or other persons may have as a result of the works as specified herewith and agree to follow all Worker's Compensation Board Regulations.

Dated this _____ day of _____ 20____ at _____

SIGNED, SEALED and DELIVERED by

_____)
_____)
Authorized Signatory)

_____)
Authorized Signatory)

PERSONAL INFORMATION DECLARATION: Any personal information provided in this application is collected for the purpose of administering the Local Government Act, and the bylaws of the municipality under the Local Government Act, and under the authority of those enactments. Questions about the collection of the information may be directed to the Head of Freedom of Information Officer, 1229 Esquimalt Road, Esquimalt, BC V9A 3P1, 250-414-7135.

ROAD ALLOWANCE CONSTRUCTION PERMIT No. _____

Conditions for Construction

- Maintain all traffic signs in current location. Any temporary relocation to be done by the Township of Esquimalt at the Developer's or Contractor's expense.
- Trench excavation and backfill to comply with the Township of Esquimalt standards.
- Applicant to arrange for the necessary blasting permits through the Township of Esquimalt.
- All emergency services (Fire, Police, Ambulance) to be notified prior to construction.
- Municipal inspection personnel shall be notified 24 hours in advance of any construction.
- Advise residents 24 hours in advance of any anticipated disruptions to services and/or access to property.
- Traffic control plan, in accordance with Work Safe BC requirements shall be provided along with the following:
 - Standard traffic control signs and barricades to be provided by the contractor, as required.
 - Qualified traffic control to be present at all times during construction.
- Utilities (gas, hydro, telephone, cable, City of Victoria mains) to be given due notice prior to ensure no conflict to their respective services.
- Temporary asphalt patching required.
- Lane closures will be allowed between 9:00 AM and 3:00 PM. Single lane alternating traffic must be maintained during lane closures. All lanes must remain open during all other times unless prior written authorization from the Director of Engineering and Public Works is received.
- Open excavations and material/equipment stockpile to be securely barricaded and marked with flashing lights during non-working hours.
- Damage to Township of Esquimalt's services to be reported immediately. All repairs to be performed by the Township of Esquimalt personnel.
- All public and private roads, drives, boulevards, fences, etc., to be restored to "as found", or better, condition.
- Adjacent roads and sidewalks to be kept clean during construction. Costs borne by the Municipality will be billed to the applicant.
- Where subgrade is modified or exposed, provide test reports showing compaction to a density not less than 95% Modified Proctor Density
- All road surface restoration to be completed by Township of Esquimalt forces. Please contact the Public Works Manager for coordination of works. Applicant will be billed for associated restoration costs upon completion of works.

Permission has been granted for construction of the proposed works within the limit of a highway at the above-referenced location in accordance with Municipal By-laws, Construction Specifications and the above conditions.

A Road Allowance Construction Permit is required for permission to construct any works within the Municipal road allowance or any Municipal Right-of-Way. **Applications must be made a minimum of 48 hours prior to the commencement of works.**

Contact: Engineering & Public Works (250) 414-7108

Fees: A refundable security deposit of \$500.00 is required with the application. Surface restoration fees will be billed to applicant after completion.



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Part 4 of 4

Office Use Only

ROAD ALLOWANCE CONSTRUCTION PERMIT No. _____

Received By: _____

Date: _____

Fee: _____

Approved By: _____
(Director of Engineering or Public Works Manager)

Date: _____

Distribution

- Engineering Department
- Public Works Manager
- Chief Building Official
- Esquimalt Fire Department [fax: 250-414-7115]
- Police Department [West Division] [fax: 240-995-7508]
- BC Transit Operations [fax: 250-995-5642]

Approval for Release of Deposit

(Inspector)

(Director of Engineering or Public Works Manager)

(Date)

(Date)