



David Menary Director of Public Works

Township Of East Garafraxa

Office Location: 065371 Dufferin County Road 3, Unit 2 East Garafraxa ON L9W 7J8

PHONE: 226-259-9400 or Toll Free: 877-868-5967 FAX: 1-226-212-9812

### Road Occupancy and Access Permit (By-Law 4-2011)

Permit Number: \_\_\_\_\_

Name/ Company Name:

Applicant Name:

Address:

Email

Phone:

Fax:

After Hours Emergency Contact:

Phone:

Date of Application: \_\_\_\_\_

Application Fee: \_\_\_\_\_

Commencement: \_\_\_\_\_

Security Deposit: \_\_\_\_\_

Completion: \_\_\_\_\_

Total: \_\_\_\_\_

*Payable by Cash or Cheque*

Location(s) of Work:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Type of Work:

Repair \_\_\_\_\_

Road Closure

Detour

New \_\_\_\_\_

Pavement Cut

Occupancy

Other \_\_\_\_\_

Augered Road Crossing

Special Event

Indicate North Arrow (Drawings Required):

General Conditions for Issuance:

The applicant agrees and accepts full responsibility for the protection of all utilities, private property and persons affected by his/her operations and further agrees to provide proof of liability insurance (\$2,000,000 minimum) naming the Township of East Garafraxa and relevant local municipality as additional insured; and further indemnify and save harmless the Township of East Garafraxa and all assets and personnel it is in law responsible for.

I/we the undersigned have read and understood the information provided and agree to abide by the General Conditions, Special Provisions and Conditions listed on the Face/Back of this Permit.

*FAILURE TO COMPLY WITH ALL CONDIOTIONS WILL RENDER THIS PERMIT VOID*

Applicant's Signature

Date

Township Approval

Date

## GENERAL CONDITIONS

1. This permit is not valid until all copies are signed, approved and issued. Permits are valid for the date, time, locations and type of work listed only.
2. Normal Hours of Operation will be 7:00am to 7:00pm (summer) and 7:00am to 4:00pm (November 15 to March 15). Specific restrictions may be imposed.
3. The applicant will ensure all personnel working under this permit do so in accordance with the Ministry of Labour's Occupational Health and Safety Act for Construction Projects. Trench safety will be in accordance with current Ministry of Labour Standards.
4. When working a copy of this Permit, all Utility Stakeouts and Traffic Control and Protection Plan must be on site at all times.
5. The applicant agrees and accepts full responsibility to supply, maintain, keep in clean condition and place all barricades, warning signs, delimiters and flashing lights, necessary for the protection of the public and the safe operation of the installation, at the applicant's own expense, as per the Ontario Traffic Control Manual, Book 7, Temporary Conditions latest revision.
6. All utilities shall be protected and supported, to the satisfaction of the utility concerned.
7. Roads shall NOT BE CLOSED unless expressly stated and approved by the Township.
8. Open cutting of the road is Not Permitted unless prior approval is obtained.
9. The road surface, sidewalks/walkways shall be kept clear of obstructions or debris to avoid hazard or inconvenience to the public.
10. Mud tracking or dust nuisance shall not be allowed. Any accumulation must be cleaned from the road and/or shoulders immediately. If at any point Township supervisory staff find that mud tracking or dust nuisance is excessive, the work shall be stopped.
11. The Applicant shall not cut, trim or interfere with any trees in the right-of-way without Township approval.
12. Property owners and/or residents shall receive a minimum of 24 hours written notice prior to temporary closing of an access to homes and businesses.

## ROAD WORKS

13. Positive drainage shall be maintained during the course of the work.
14. All trenches shall be fully compacted by mechanical means, (roadway 100% S.P.D., roadside 95% S.P.D.) Mechanical and/or vibratory compaction equipment shall be on site prior to commencing work.
15. Small excavations or pits in the road allowance will be covered with a minimum of 20mm plywood, secured and surrounded by a minimum of 1.2 metre high snow fence / construction fencing to prevent access. The excavated material may be stockpiled on the road allowance, provided there is sufficient room and the material does not encroach on either the traveled portion of the road or public entrances.
16. Crash attenuation devices will not be removed, dismantled, or in any way altered so as to affect the normal operation of the equipment. Where a crash attenuation device conflicts with the conditions of this permit, the applicant must contact the Township office for review.
17. On hot-mix asphalt pavement, cutting shall be done by means of sawing full depth to leave a clean straight edge. Excavation equipment such as backhoes, etc., shall not be used for this purpose. The adjoining pavement shall be protected from damage by equipment. A step-joint will be created prior to final paving. All asphalt cutting must have prior approval from the Township.

## REMEDIAL WORK

18. The applicant accepts the Township's right to perform any necessary remedial work caused by the Applicant's operation, subject to the following conditions:
  - (a) At least 24 hours prior, verbal notification will be given to the Applicant of any required remedial work. When this elapses, the Township will undertake the repairs.
  - (b) When it is deemed to be a matter of PUBLIC SAFETY or an EMERGENCY, the Township will perform immediate repairs.
  - (c) The Applicant agrees to reimburse the Township of East Garafraxa for all costs incurred under 18a and/or 18b and/or to supply to the Township a Security Deposit, for a specified amount, where applicable.

ALL CONDITIONS ARE SUBJECT TO REVISION AS NECESSARY.

REPAIRS SHALL BE EQUAL OR SUPERIOR TO THE ORIGINAL

CONDITION.

The personal information collected on this form is for the purpose of the proper administration of Road Occupancy Permits. Specific questions relating to the Municipal Freedom of Information and protection of Privacy Act can be directed to the Coordinator, Clerk at 226-259-9400 ext 202.