



WORKS PERMIT APPLICATION
 (under authority of Bylaw No. 6611 and 6234)

Applicant Name/Company: _____

Address: _____ Postal Code: _____

Phone (business/work site): _____ Email: _____

Location of Temporary Closure Area: _____

Purpose:

Building Permit Number or Capital Job Description, if applicable: _____

Park Partial Road Lane Sidewalk Boulevard

Comments:

PARKING

Do you require reserved Parking? (*minimum \$100 charge for signage*)

Yes No

Length of Parking _____m

Please include sketch or attach drawing:

Requested Commencement Date

Requested Expiry Date

Applicant's Signature

Date

WORKS PERMIT CONDITIONS

- 1) Shall at all times accept full responsibility for any accident that may occur, or damage that may be done to any person or property whatsoever, caused directly or indirectly by the use and occupation of the Temporary Closure Area and shall save harmless and keep indemnified the Corporation of the City of North Vancouver from all claims and demands whatsoever in respect of such use and occupation. All works undertaken within the Temporary Closure Area shall be acceptable to the City Engineer.
- 2) Shall repair any damage to and remove all excess material and debris from the Temporary Closure Area prior to the expiration of the permit.
- 3) Shall provide a minimum of five (5) business days' notice or to the Engineer's discretion prior to the commencement of the permit.
- 4) Shall submit a traffic management plan for approval prior to issuance of this permit when deemed necessary by the City Engineer. The traffic management plan must be prepared in accordance with City guidelines. The permit will not be issued until the traffic management plan is prepared to the satisfaction of the City Engineer.
- 5) Shall prepare and distribute notification to all affected property owners, business operators, complete with a copy to Engineering, Parks and Environment and emergency services. Notification shall include description/purpose of any works to be undertaken in the Temporary Closure Area, dates when the work will begin and end, a description of mitigation measures if applicable, and contact information (name and telephone number).
- 6) Shall be responsible for care and control of any surface water runoff.
- 7) Shall keep City boulevards and sidewalks adjacent to the Temporary Closure Area, safe and in a clean condition during construction. City streets and lanes adjacent to the Temporary Closure Area must be kept clear of all materials, mud, and debris during construction. In the event that the surrounding streets become dirty as a result of construction, the City will clean the streets and invoice the applicant at cost, if the applicant fails to do so immediately upon request.
- 8) Shall provide a valid copy of evidence of comprehensive general liability, including contractual liability and not-owned auto liability insurance in the amount of \$5,000,000.00. The Policy must name the City as an additional insured insofar as the City's legal liability arises out of the operations of the insured. The Policy is in full force and effect and shall not be cancelled, terminated materially altered or allowed to expire unless 30 days prior written notice has been given to the City.
- 9) Shall keep the Temporary Closure Area tightly sealed off to pedestrian and vehicular traffic and shall use the Temporary Closure Area in accordance with the provisions of all City bylaws and only for the purposes set out above.
- 10) Shall contact the following to inform them of the works in public realm:

RCMP	604-985-1311
Ambulance	604-872-5151
Coast Mountain Company (if on a bus route)	604-988-4105
Fire & Rescue	604-980-5021
City Operations	604-987-7155

- 11) Shall pay a processing fee of \$80.00+GST (\$4.00), if applicable.
- 12) Shall deposit with the City a letter of credit or certified cheque in the amount of \$ _____, which may be used by the City for costs incurred by the City, including legal and administrative costs, arising directly or indirectly out of a breach of the permit or the repair or replacement of City parks, streets and facilities. (If applicable)
- 13) Applicant must renew permit prior to expiration to avoid additional signage fees.
- 14) Shall notify the City's Bylaw Department (604-904-7378) if unauthorized vehicles are parked in the area specified on the permit and clearly marked with signage.

FEES	TO BE ADDED BY STAFF
	\$
	\$