

HIGHWAY CONSTRUCTION PERMIT (By-law 2261)



Applicant's Name:			
Mailing Address:			
Postal Code:		Telephone No.	
Location of Work:			
Type of Work:			
Timetable - START:		FINISH:	

I, (we) _____, hereby apply for permission to construct works within the limits of a highway under jurisdiction of The Corporation of the District of North Cowichan in accordance with the 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 North Cowichan 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) Confirmation of Prime Contractor's Main Responsibilities (attach completed Appendix A).
Applicant to submit Appendix A (Prime Contractor form) with named contractor prior to commencing work.

Signature: _____ Date: _____

Permit Fee: \$100.00 Receipt No: _____ Permit No: _____

Permit Issued for 3-month period - EXPIRY DATE: _____

Waiver & Release **

* _____ in consideration of The Corporation of the District of North Cowichan granting
 * _____ permission to construct 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 District of North Cowichan 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 be designated as the Prime Contractor and follow all WorkSafeBC Regulations.

Dated this _____ day of _____ 20____ at _____

SIGNED, SEALED and DELIVERED by)
)
 _____)
 Authorized Signatory)
)
)

See Reverse for Permit Approval

Authorized Signatory)

Copy to Operations Department

Conditions for Construction

- Maintain all traffic signs in current location. Any temporary relocation to be done by the Municipality of North Cowichan at the Developer's or Contractor's expense.
- Trench excavation and backfill to comply with the Municipality of North Cowichan standards.
- Applicant to arrange for the necessary blasting permits through the Municipality of North Cowichan.
- 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.
- Qualified traffic control to be present at all times during construction.
- Standard traffic control signs and barricades shall be provided.
- Utilities (gas, hydro, telephone, cable, City of Duncan water mains) to be given due notice prior to ensure no conflict to their respective services.
- Temporary asphalt patching required.
- Roads must be open for one lane traffic at all times with a return to two lane traffic during non-working hours.
- Open excavations and material/equipment stockpile to be securely barricaded and marked with flashing lights during non-working hours.
- Temporary signage or barricades to be provided by the Contractor until permanent signs are installed by the Municipality of North Cowichan.
- Damage to Municipality of North Cowichan's services to be reported immediately. All repairs to be performed by the Municipality of North Cowichan 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.
- Approved design drawing numbers _____
- Applicant will be responsible for due diligence for Environmental Monitoring, Archaeological Assessments and Riparian Area Regulations.

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:

Amount of Deposit: \$ _____

Account #: _____

Deposited by: _____

Signature: _____

(Director of Engineering and Operations)

Date: _____

Approval for Release of Deposit

(Inspector)

(Director of Engineering and Operations)

(Date)

(Date)

Confirmation of Prime Contractor's Main Responsibilities Under Worksafe BC's Occupational Health and Safety Regulations and the *Worker's Compensation Act*

Name of Project: _____

Owner: _____

Contractor: _____

Consulting Engineer: _____

	YES	NO
1. The Contractor acknowledges appointment as Prime Contractor on the construction project noted below.	<input type="checkbox"/>	<input type="checkbox"/>
2. The name of the Prime Contractor's Qualified Coordinator of occupational health and safety activities for this project has been submitted to the Owner and is as shown below.	<input type="checkbox"/>	<input type="checkbox"/>
3. The Prime Contractor understands that in any conflict of directions, Worksafe BC OH&S Regulations and/or the <i>Worker's Compensation Act</i> shall prevail.	<input type="checkbox"/>	<input type="checkbox"/>
4. The Prime Contractor understands and will direct that all supervisors/coordinators must immediately report any apparent conflict as described above.	<input type="checkbox"/>	<input type="checkbox"/>
5. The Prime Contractor agrees that their supervisor shall immediately notify the consulting Engineer's representative of any reported conflict.	<input type="checkbox"/>	<input type="checkbox"/>
6. The Prime Contractor has requested and received information from the Owner regarding any known hazards to the health and safety of persons pre-existing at the workplace.	<input type="checkbox"/>	<input type="checkbox"/>
7. The Prime Contractor has conducted an inspection of the workplace to verify the presence of any hazards.	<input type="checkbox"/>	<input type="checkbox"/>
8. The Prime Contractor will communicate hazards information to any persons who may be affected and ensure that appropriate measures are taken to effectively control or eliminate the hazards.	<input type="checkbox"/>	<input type="checkbox"/>
9. The Prime Contractor accepts that written documentation such as notes, records, inspections, meeting minutes, etc., on all health and safety issues must be available upon request to the Municipality of North Cowichan's representatives and/or to a Worksafe BC officer at the workplace.	<input type="checkbox"/>	<input type="checkbox"/>
10. The Prime Contractor will confirm that all workers are suitably trained and competent to perform the duties for which they have been assigned.	<input type="checkbox"/>	<input type="checkbox"/>
11. The Prime Contractor confirms that safety orientation of all new workers will be conducted.	<input type="checkbox"/>	<input type="checkbox"/>
12. The Prime Contractor's written Safety Program has been provided to the Owner's representative.	<input type="checkbox"/>	<input type="checkbox"/>
13. The Prime Contractor confirms that meetings to exchange information on any safety issues, concerns, hazards or safety directives will be conducted weekly or more often if required.	<input type="checkbox"/>	<input type="checkbox"/>
14. The Prime Contractor confirms that before the commencement of work, crews will attend a daily crew safety meeting.	<input type="checkbox"/>	<input type="checkbox"/>
15. The Prime Contractor confirms that their supervisor has assessed and will coordinate the workplace first-aid requirements.	<input type="checkbox"/>	<input type="checkbox"/>
16. The Prime Contractor confirms that the procedure to transport injured workers is established.	<input type="checkbox"/>	<input type="checkbox"/>

Prime Contractor Representative's Name: _____

Title: _____ Signature: _____ Date: _____

Prime Contractor's OH&S Coordinator Name: _____

Title: _____ Signature: _____ Date: _____