



DISTRICT OF NORTH SAANICH

Municipal Office, 1620 Mills Rd
North Saanich, B.C. V8L 589
Telephone: 250-655-5460
Fax: 250 - 656-0782

Contractor's Permit (Bylaw 1261)
Permit To Work In Municipal Road Allowance Or Right of Way

Contractor: \_\_\_\_\_ Company Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

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

On site Contact Person \_\_\_\_\_ On-site Contact # \_\_\_\_\_

Owner(s): \_\_\_\_\_
Address: \_\_\_\_\_

- 1) Details:
Description of work to be carried out: \_\_\_\_\_
Physical dimensions; length, width, depth or height: \_\_\_\_\_
Start Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_ Value Construction: \$ \_\_\_\_\_
2) Business License No: \_\_\_\_\_ Worker's Compensation No: \_\_\_\_\_
3) Insurance Company:
Policy No: \_\_\_\_\_ Expiry date: \_\_\_\_\_
Minimum policy coverage is \$2,000,000 [ ] District of North Saanich named as additional insured [ ]
4) In consideration for acceptance of this permit, I hereby agree to indemnify and release the District of North Saanich against all claims, liabilities, judgements, cost and expenses whatsoever which may, in any way accrue against the said Corporation in consequence of, and incidental to, the granting of this permit, if issued. I agree to be designated as Prime Contractor for this project as per Worker's Compensation Act. I agree to adhere to the construction specifications and standards of the District of North Saanich and all other regulations applicable to this work. I agree to comply with all the general terms and conditions set out on the back of this permit and any specific conditions that apply.
5) A copy of this permit shall be kept on site at all times.
6) This permit does not include blasting.
7) Call all utility companies for underground locations prior to construction. Call 250-655-5480 to request underground locations from District of North Saanich.
8) Inspection Fee: 4.5 % (value of works) as per Bylaw 1336. \$ \_\_\_\_\_

FOR OFFICE USE ONLY
Permit No. \_\_\_\_\_ Damage Deposit (Minimum \$1,000.00): \$ \_\_\_\_\_
Processed by: \_\_\_\_\_ Date: \_\_\_\_\_ Approved by: \_\_\_\_\_ Date: \_\_\_\_\_
Additional Notations: \_\_\_\_\_

**TERMS AND CONDITIONS OF APPROVAL**

- 1.0 The work shall include all excavation, preparation, concrete placement, asphalt placement and restoration as required in the construction as shown on the approved plan, and may include perimeter work that is reasonably required by the District. Grades of the surrounding infrastructure are to be met to prevent sudden changes and/or tripping hazards at the new construction limit.
- 2.0 The Contractor shall be responsible for the clean-up and removal of all waste materials and rubbish on a daily basis. Any accumulation of waste will not be permissible. Materials shall be stored in an orderly manner so as not to become a public hazard nor cause a danger to vehicular and pedestrian traffic.
- 3.0 Excavations shall be adequately protected by barricades at all times and traffic warning signs placed in accordance with the Ministry of Transportation and Highways Traffic Control Manual for Work on Roadways. All gravel filled cuts must be maintained to the original travelled surface with cold mix until final paving or concrete is installed. Hot mix asphalt pavement shall be placed within three days of completion of work. Boulevards must be restored to its original condition or better.
- 4.0 In matters concerning the movement of soil within the Municipality, the current soil deposit by-law must be complied with and the necessary permits obtained.
- 5.0 Existing underground services must be located and exposed before construction begins. Applicant to contact the District of North Saanich, Utility Department for information on location of underground services. Call BC ONECALL 1-800-474-6886 for location of existing power, telecommunication and gas utilities.
- 6.0 Any damages to Municipal Infrastructure will be repaired by Municipal staff, at the expense of the applicant.
- 7.0 The Engineering Office shall be notified at least five days prior to commencement of work. An on-site meeting may be required depending on the magnitude or complexity of the project.
  - 7.1 The applicant or his representative will notify the Engineering office at least 48 hours prior to required inspections. The District of North Saanich will not accept any works installed and covered without having received due notification. Scheduled or spot inspections by the District of North Saanich will not relieve the Contractor of the responsibility to construct the works in accordance with the accepted Plan of Construction or to the Engineering Specifications of the District of North Saanich.
  - 7.2 The District of North Saanich Engineering Specification is the Master Municipal Construction Document, which contains specifications and standard detail drawings.
  - 7.3 The Testing / Inspection requirements are as follows: Road and sidewalk base testing; compaction testing; form inspections; material testing (e.g. concrete, asphalt); and workmanship inspections.
  - 7.4 Where the District Engineer has reasonable grounds to believe that these specifications have not been met, the District Engineer may appoint a testing laboratory to conduct tests on sample cylinders of concrete at the expense of the contractor and the funding for these tests shall be drawn from the owner's security deposit.
- 8.0 If standards and specifications for certain parts of the work are not contained in a bylaw, these works shall be constructed to standards generally accepted as good engineering practice, but in any case the District shall not require such standards to be higher than those currently acceptable and in use by the District for equivalent works elsewhere in the District.
- 9.0 Pedestrian access must be protected and maintained at all times.
- 10.0 Machines with steel tracks or flat steel pads are prohibited on the travelled portion of the pavement at any time, except as permitted by the Superintendent of Public Works.
- 11.0 Street closures will require prior written approval from the Infrastructure Services Department.
- 12.0 Additional Conditions: \_\_\_\_\_  
\_\_\_\_\_

I have read the above and agree to comply with all the conditions.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date