TOWNSHIP OF WAINFLEET

"Wainfleet - find your country side!"

ROAD OCCUPANCY PERMIT
INFORMATION TO APPLICANTS

Conditions of Approval:

1. Road Occupancy Permits are required for all residents, businesses, contractors, etc. who wish to occupy all or a portion of the road, sidewalk or boulevard to hold events, or perform work. Using a dumpster or storage bin is also considered as work.
2. Applicant to prepare and employ a Traffic / Pedestrian Protection and Control Plan in accordance with the Ontario Occupational Health and Safety Act and the Ontario Traffic Manual, Book 7 – Temporary Conditions (most recent edition).
3. The Applicant shall ensure compliance with Ontario Occupational Health and Safety Act and the Ontario Traffic Manual, Book 7 – Temporary Conditions, (most recent edition), for all events and works under this Permit.
4. The Applicant shall maintain a road surface safe and free of all debris during construction.
5. The Applicant assumes all responsibility to protect all municipal services and utilities while undertaking their work.
6. Prior to the commencement of all works, the Applicant is responsible for notifying the Township of existing damage to all municipally owned infrastructure.
7. The Applicant is responsible to immediately notify the Township of any damage to municipally owned infrastructure, which is damaged during the term of this Permit.
8. The Applicant shall give prior notification to the Township's Manager of Operations, or their designate of commencement of all works.
9. The Applicant shall assume all liabilities, and will be responsible for all actions, claims, damages, and losses, whatsoever occasioned by, or on account of issuance of this permit.

10. The Applicant agrees to indemnify and save harmless the Township of Wainfleet from all actions, causes of action, suits, claims, demands and costs whatsoever arising by reason of the Applicant, his agents or employees doing, failing to do, or doing incorrectly, or negligently anything the Applicant is required to do under the terms of this Permit and will be responsible for damages, injuries or accidents resulting from any of their operations, or caused by reason of the existence or location or condition of the construction site, or any materials, plants, equipment or vehicles used in connection with the works performed as a result of this Permit.
11. Liability Insurance, naming the Corporation of the Township of Wainfleet as additional or Co-insured, in an amount not less than $2,000.000.00 for Residential permits, and $5,000.000.00 for Commercial / Industrial permits is required.
12. A copy of the Permit must be available on the job at all times, during actual construction, or event.
13. Upon completion of the work, the Applicant shall complete the following to the satisfaction of the Manager of Operation's, or their designate.
    a. Restore all subsurface works including the compaction of backfill material,
    b. Restore all areas affected by the work to current Township Standards, OPS Standards, and to the satisfaction of the Manager of Operations, or their designate.
    c. Disturbed surface grassed areas are to be backfilled with 100 mm of topsoil and placement of sod. Applicant is required to maintain sod for 30 days.
    d. Additional restoration may be required, and will be outlined on the permit.
14. It is the responsibility of the Applicant/Owner/Contractor to ensure that the roadways, sidewalks and public laneways are kept clean of mud/dirt as well as the removal of snow and ice from the sidewalks during the winter months.
15. For demolition, construction and renovation projects, The Applicant is required to provide confirmation that a permit has been obtained from the Township of Wainfleet's Building Department prior to the issuance of the Right-of -Way Occupation Permit.
16. Road Occupancy Permits are also required for the temporary closure of all, or a part of a road.

For further information, please contact the Township of Wainfleet Operations Department (905) 899-3022.

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"Wainfleet - find your country side!"
31940 Hwy #3, P.O. Box 40
Wainfleet, ON L0S 1V0
T: (905) 899-3022 F: (905) 899-2642
www.wainfleet.ca

ROAD OCCUPANCY PERMIT APPLICATION

Applicant's Name:		
Company Name:		
Address:		
Phone:	Cell:	Fax:
Email:		
Insurance Company:		

Contractor's Name:		
Contractor Contact Name:		
Address:		
Phone:	Cell:	Fax:
Email:		

LOCATION OF WORK:	
Street Name:	
from:	
to:	
Distance from Centre Line	
NATURE OF WORK	
Date of Commencement:	
Duration:	

SUBMISSION OF AN APPLICATION IS REQUIRED FOR ANY WORK INVOLVING THE USE OF A PUBLIC RIGHT-OF-WAY

A PLAN OR SKETCH MUST ACCOMPANY THIS APPLICATION AND SHALL REFLECT THE FOLLOWING REQUIREMENTS:

- All plans must be drawn to scale. The drawing scale must be noted on the plan.
- All relevant dimensions *(i.e. width of sidewalk, back of sidewalk to street/property lines and to building wall, etc.)* must be shown.
- Tie-in measurements to all above grade installations.
- All street names and municipal addresses must be noted.
- North Arrow shall be shown on the plan.
- All physical details of the site must be shown *(i.e. sidewalk, trees, utility/hydro poles, fire hydrants, parking meters etc.).*
- Location of street/property lines must be noted.
- Proposed work must be clearly indicated.

THIS APPLICATION IS TO BE FORWARDED TO THE TOWNSHIP ONE (1) WEEK PRIOR TO ANY CONSTRUCTION WITHIN THE RIGHT-OF-WAY.

COMMENTS AND APPROVAL CONDITIONS:

1. The Applicant / Contractor agrees and is responsible for full restoration to the satisfaction of the Manager of Operations, or their designate.
2. The Applicant / Contractor agrees to abide by all conditions of approval, as outlined in this application.

Permit Number:

Approved By:

Approval Date: