



City of Langford

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Application to Construct, Use and Maintain Works within a Roadway or Lane SCHEDULE C TRAFFIC BYLAW NO 33

Shaded Area Office Use Only

Name of Permittee (Company) _____	E-Mail _____
Address _____	Postal Code _____
Attention _____	Phone _____
These proposed works are subject to the general conditions or noted special conditions as listed on this permit. It is understood that the completion of this form constitutes an application only, and the work applied for will not commence until this permit has been approved.	
Date of Application _____	Signed _____
The proposed works consist of and are described as follows: _____	
Location of Works _____	Drawing No. _____
The plans submitted shall consist of a key-map, general plan-profiles, and where necessary, detail plans. The drawings shall supply at least the following information:	
(a) The legal boundaries of all road allowances or easements and adjacent legal lot descriptions.	
(b) The proposed utility position (horizontal and vertical) related to legal boundaries and any existing utility or surface features within the public right-of-way.	
(c) The details of all trench depths and backfill tanks, manholes, poles, boxes, bridge, culverts, walls, or other structures to be constructed, or standard drawing specifications where applicable.	
Estimated Capital Cost of the Works (Attach Engineer's Certified Estimates to this Form)	\$ _____
Above ground Estimate (to be calculated at 6% of the first \$500,000; 2% remainder)	\$ _____
Below ground Estimate (to be calculated at 3.5% of first \$50,000; 0.6% remainder)	\$ _____
(a) A permit fee in the amount of \$ _____ shall be paid to the City of Langford (Minimum \$35 required)	
(b) A cash deposit in the amount of \$ _____ shall be deposited with the Engineering Department to ensure construction is in accordance with approved plans and this permit.	
(c) Proof of insurance in accordance with Bylaw Nos. 33 and 1000 provided? Y _____ N _____	
City of Langford Approval _____	Date _____ <i>(This permit expires one year from date of Approval)</i>
<i>Any of the attached conditions apply to this permit approval. In addition, all work must be in accordance with the City of Langford Subdivision and Development Servicing Bylaw No. 1000, as amended from time to time and in compliance with Provincial or Federal Regulations.</i>	
Final Inspection	1. Asphalt Patching \$ _____
Estimated Surface Repair costs: (By City)	2. Concrete Repairs \$ _____
	3. Other \$ _____
	Estimated Total \$ _____
City of Langford Final Approval _____	Date _____

The personal information requested in this form is collected under section 26 (c) of the Freedom of Information and Protection of Privacy Act and will be used to administer Roadway Use Applications within the City of Langford. Please contact the Manager of Engineering Construction at 250-478-7882 or engineering@langford.ca if you have any questions about the collection, use, or disclosure of this information.

PERMIT GENERAL CONDITIONS

NOTIFICATION / ROAD CLOSURES

1. No work shall commence until the drawing and this permit have been approved by the Engineering Department and one (1) electronic and one (1) print of the approval drawings are received by the Engineering Department.
2. a) Prior to starting any work, a minimum of 48-hours notice in writing must be given to the Engineering Department.
b) 24-hour notice for the required City of Langford assistance in locating existing services shall be made to the City's Engineering Department.
c) Any permit holder is responsible for maintaining pedestrian safety in formal or informal access situations at all times within the construction area. Any vehicles/equipment within road allowance cannot obstruct pedestrian traffic.
3. Road closures are not permitted without 24-hour notice given to the Engineering Department and Fire Department and approval of detour signing is received. Scheduling may be restricted with respect to summer traffic, bus routes, or other project coordination.
4. Any existing utilities, electrical, water and sanitary services, hydrants, valves, etc., shall be located prior to construction and shall remain accessible and useable at all times.

SURFACE AND UTILITY REPAIRS

1. Any damage to work or utilities including trees shall be reported immediately to the Engineering Department who may undertake repairs at the applicant's expense or direct that the applicant make the necessary repairs, with restoration equal to existing or to the satisfaction of the adjacent property owner.
2. No undermining under any existing concrete works is permitted. Replacement shall include cutting and complete removal of the total concrete section and any curb returns removal shall be replaced with standard wheelchair ramps.
3. All pavement patching shall be hot-mix asphalt. All cuts through pavement shall be a straight line, approved by the Engineering Department prior to patching and shall be completed within 15 hours of excavation.
4. No asphalt patching, or concrete repairs shall be done after October 30, without approval of the Engineering Department.
5. Written approval shall be received by the Parks Supervisor for any work within 2.0 m of the branch spread of any trees within the public road allowance.
6. For any trench within the public road allowance, where the utility inverts are 1.0 m or less, the backfill above the duct zone shall be 75 minus crushed gravel to finished subgrade.

INSPECTION AND ACCEPTANCE

1. In the event that construction is contrary to the approval given by this permit, the applicant or utility owner shall correct the installation. Failure to comply with the requirements on this permit will give the City reason to order the applicant to stop work.
2. The applicant or owner of the utility shall place no liability on the City as a result of any damage arising out of this permit approval including one-year maintenance period.
3. Within three (3) months of the "Notice of Substantial Completion", the applicant shall submit an As-Built drawing to the Engineering Department.
4. Clean-up and dust control may require mechanical sweeping of all paved streets on a daily basis.
5. Upon notice in writing of the intention on the part of the City to construct, extend, alter or improve any public works, the utility owner for which this permit is granted shall coordinate with the City within three months from receipt of notice shall complete this relocation work as may be necessitated by the construction.