



Applicant Information	Applicant	
	Address	
	Email	
	Telephone	
	On Site Contact <i>(If different from above)</i>	
	After Hours Contact <i>(Name & telephone)</i>	

Town Use Only	
Permit #:	
Date Submitted:	
Permit Expiry:	
Date Issued:	
Extension Date:	
Extension Approval:	

Work Description	Type of Right of Way to be Occupied	<i>Opened and Maintained Right of Way</i>		<i>Unopened / Unmaintained Right of Way</i>		<i>Shore Road Allowance</i>	
	Site Location <i>(Indicate the nearest intersection(s) and/or civic address)</i>						
	Traffic Control Plan # <i>(Please attach if required)</i>		PUCC # <i>(If applicable)</i>		Capital Project # <i>(If applicable)</i>		
	Work Duration	Start Date:			End Date:		
	Type of Work <i>(Describe & attach drawings)</i>						
	Road Closure	Yes	No	<i>If Yes...</i>	<i>Single Lane</i>	<i>Full</i>	
	Detour Required	Yes	No	<i>If Yes...</i>			
	<i>Please attach additional pages if needed</i>						

Security Deposits			
Road Cut Area:	m ²	Estimated Value:	\$
Sidewalk Area:	m ²	Estimated Value:	\$
Curb Length:	m	Estimated Value:	\$
Boulevard Area:	m ²	Estimated Value:	\$
<i>Securities can be posted by certified cheque, bank draft, or letter of credit.</i>			Total Security: \$

Required Prior to Issuance of the Permit	
Liability Insurance certificate showing \$ 2,000,000.00 Minimum coverage with the Township of Georgian Bluffs named as an insured party	
Sketch of proposed works occurring within the Right of Way and/or Unopened Right of Way and/or Shore Road Allowance	
Permit Fee: \$	Date Collected:

	Name	Signature	Date
Applicant			
<i>Applicant has read and understood all conditions of this application</i>			
Pre-Inspection Approval			
Operations Department			
Final Inspection Approval			

CONDITIONS OF APPROVAL

1. Applicant must notify the Operations Department 2 business days before commencing any backfill operations on the Township Right of Way.
2. I/We hereby make application to occupy the designated right of way for the purposes described above and agree to abide by the terms of By-Law 2022-XX and the conditions established on this application, as noted below.
3. I/We agree to assume all liability and/or costs incurred by the Township because of the Right of Way occupancy and to maintain the work area to indemnify and save harmless the Township until final completion and approval of the works.

GENERAL CONDITIONS

ALL WORK TO BE IN ACCORDANCE WITH THE FOLLOWING CONDITIONS:

1. Any person or persons intending to occupy or perform work on Township of Georgian Bluffs Right of Way must first apply to the Operations Department for a Right of Way Occupancy Permit. This permit must be obtained prior to commencement of work and notification of emergency services.
2. The permit must be in the name of the person or persons performing the work and not in the name of an agent or utility for whom he/she is acting. The applicant must indicate the intended starting date and duration of occupancy at least 10 business days prior to commencing the work described in the permit.
3. The applicant assumes all maintenance and liability for temporary repairs until such time as permanent repairs are completed for the work described herein.
4. The applicant, pursuant to the by-law, shall always have the permit available for inspection during which the work is in progress.



5. The permit becomes null and void if the applicant should fail to meet the requirements of the permit. The Director of Operations or their designate may then take actions, at the applicant's expense, deemed necessary to reinstate the site for public safety. In all cases, the decision of the Director of Operations or designate is final.
6. When unforeseen circumstances necessitate an extension of the permit, or a change of any of the conditions under which the permit was issued, the holder of the permit shall apply for such change at least 3 business day in advance. Failure to do so will render the permit void. Notwithstanding the foregoing, the permit expires on the end date indicated, one renewal request may be request may be granted, subsequent requests will require a resubmission of the application and applicable fees.
7. All barricades, signs, signals, traffic control persons, traffic control devices, detour design and signage shall meet all Township of Georgian Bluffs and shall be the sole responsibility of the applicant unless otherwise specified. If the Township is required to supplement any signage or traffic control equipment such time and material cost shall be collected during the permit application or deducted from the deposit.
8. The applicant shall maintain access to all public and private properties for the duration of the work. The applicant will provide 48 hours written notice to affected property owners prior to when the work is to commence and/or a road/street closure is undertaken.
9. It shall be the applicant's responsibility to request marking or other information to determine the location and provide safeguards for all utilities, both public and private, in accordance with current regulations.
10. Excavated material shall not be stored in such a manner as to obstruct pedestrian or vehicular traffic. Clay in fluid state, frozen material, organic material, silt, or mud shall be excluded from backfill. This may require that all excavated material be replaced by granular base material. Backfill material shall be compacted in layers, the maximum thickness being 30 centimeters. A surface treatment of accepted impervious materials may be placed and maintained until permanent reinstatement has been completed.
11. The applicant shall reinstate all damage, disruption, or removal of existing works such as roadway, curb, sidewalk etc., as described in the permit, and damages related to the work activity, to Township Standards. **FAILURE TO RE-INSTATE THE AFFECTED AREAS WILL RESULT IN THE TOWNSHIP OF GEORGIAN BLUFFS PERFORMING THE REQUIRED REPAIRS AT THE APPLICANT'S EXPENSE.**
12. The Utility/Contractor is responsible for obtaining all other necessary agency approvals (i.e., County of Grey, Ministry of Environment and Climate Change, Ministry of Natural Resources and Forestry, Grey Sauble Conservation Authority, Ministry of Labour, Building Permits, etc.) and compliance with any applicable provincial legislation. The contractor shall show proof, if required by the Township, of all approvals. The Contractor shall furnish the Township with a copy of a Ministry of Labour Notice of Project Form, if required, and a WSIB Certificate.
13. All work must be completed in accordance with By-Law 2011-95 (Noise) and Bylaw 2007-06 (Half Load Restrictions).
14. No alterations to the surface drainage or any drainage infrastructure is permitted unless specified and approved in the permit
15. This permit must be accompanied by a liability insurance certificate in the amount of \$2,000,000.00 naming the corporation of the Township of Georgian Bluffs as co-insured together with all applicable fees and security deposit.
16. Contravention of the provisions of the by-law is subject to a penalty of up to \$5,000.00 for each offence.

Trenches

1. All trenches shall be fully compacted by mechanical means, (roadway - 100% S.P.D, roadside - 95% S.P.D.) and all surfaces restored to original condition. Positive drainage shall be maintained during the operation.
2. Mechanical and/or vibratory compaction equipment shall be on site prior to commencing work.
3. Trench to be backfilled with Granular Subbase Course Class "B", in 150 mm (6") layers to 450 mm (18") below the road surface, and each lift shall be compacted using mechanical tampers or vibrators. Water may be used, if needed, to obtain the required compaction, i.e., 100% S.P.D. (Unshrinkable backfill material may be used as a granular substitute, as per Ontario Provincial Standards for Roads and Public Works ("O.P.S.") 1359 for native material up to the bottom of the road subbase material).
4. Granular Base Course Class "A" to 150 mm (6") below the asphalt base in two layers and compacted as per Item 22.

Boulevard Works

1. Shoulders to be repaired as per O.P.S. 314, cleaned of mud and clay, etc., and restored to original cross-section and appearance.
2. In grassed areas adjacent to homes and businesses, sodding is required as per O.P.S. 571. All other areas shall be seeded, and straw mulched as per O.P.S. 572. Topsoil shall be placed to a minimum of 100 mm (4") depth prior to seeding or sodding as per O.P.S. 570.
3. All disturbed ditches to be restored with at least four rows of sod placed in the bottom.
4. Asphalt driveways shall be repaired in the same manner as the road, as outlined below under Road Works – Asphalt.
5. Kill strips and center medians shall be restored to original condition or better.
6. Sidewalks shall be restored to original condition or better and match the Area Municipality's standards.

Road Works – Asphalt

1. On hot-mix asphalt pavement, cutting shall be done by means of sawing full depth to leave a clean straight edge. Excavation equipment such as backhoes, etc., shall not be used for this purpose. The adjoining pavement shall be protected from damage by equipment.
2. Cold patching to be placed immediately as a temporary surface. Permanent pavement repairs using hot-mix asphalt shall be made within 14 calendar days. On some Town roads having heavy traffic volumes, it will be necessary to repair immediately with hot-mix asphalt. Between November 15th and May 15th all cuts must be filled immediately with hot mix. Under no circumstances shall a cut be left with a granular surface.
3. Prior to permanent pavement repairs, a 300 mm (12") wide strip of asphalt each side of the excavation shall be removed by full depth saw cutting.
4. The application of a bonding agent (SS1 emulsion) shall be applied to all cold asphalt joints and exposed concrete faces as per OPSS 1103.
5. Limit of pavement construction joint to be sealed with Joint Tape, "Densoband" or approved equivalent.
6. 100 mm (4") HL8HS (PG58-22) placed in two 50mm lifts as per O.P.S. 310.
7. 50 mm (2") HL3HS (PG-64-28) placed as per O.P.S. 310.

Road Works – Concrete Base/Misc. Concrete

1. Existing concrete base must be saw cut a minimum of 300 mm wider, each side of excavated trench
2. 600 mm, No. 20 (20 mm) re-bars must be doweled 300 mm into midpoint of existing cut concrete at 450 mm intervals, on each side of the concrete cut.
3. 35 MPa high early strength concrete to be placed to match existing, as per O.P.S. No. 1350.
4. Concrete restoration shall not be open to traffic until concrete has reached 75 per cent of the 28-day strength.
5. Unless otherwise noted, all concrete work shall comply with current Canadian Standards Association ("CSA") and O.P.S. standards and specifications.
6. The information on this application is gathered in accordance with the Municipal Act, Chapter M.45, R.S.O. 1990. The information collected will be used by Township staff to determine eligibility for a Street Occupation Permit. All information of a personal or private nature is protected by the Municipal Freedom of Information and Protection of Individual Privacy Act, Chapter M.45, R.S.O. 1990. Any or all the information contained on this form may be subject to disclosure under the said Act if circumstances warrant.

**FAILURE TO COMPLY WITH ALL CONDITIONS WILL RENDER THIS PERMIT VOID.
ALL CONDITIONS ARE SUBJECT TO REVISION AS NECESSARY. REPAIRS SHALL BE EQUAL OR SUPERIOR TO THE ORIGINAL CONDITION.**