



**WORK APPROVAL PERMIT APPLICATION**

Permit # \_\_\_\_\_

1. NAME OF PROPERTY OWNER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT INFORMATION: \_\_\_\_\_

2. NAME OF APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT INFORMATION: \_\_\_\_\_

3. PURPOSE OF APPLICATION (i.e. sewer, hydro, water, etc.): \_\_\_\_\_

\_\_\_\_\_

4. LOCATION OF WORK (Street Name): \_\_\_\_\_

Identify Location: \_\_\_\_\_

5. TYPE OF PAVEMENT: Tar and Chip  
Asphalt without Curb  
Asphalt with Curb  
Other

6. WILL THE WORK BE ACROSS A: a) Sidewalk  
b) Curb

7. DEPTH OF EXCAVATION: \_\_\_\_\_

8. DATE OF COMMENCING WORK: \_\_\_\_\_

9. INSPECTION FEE:		<b>Permit Fees</b>
a)	\$178.50 + HST – all applications to open road base fee	\$ _____
b)	\$477.66 – ¾" (19mm) water service + base fee (no HST)	\$ _____
c)	\$690.61 – 1" (25mm) water service + base fee (no HST)	\$ _____
d)	\$178.35 each for all other size services plus actual cost of the connection & materials	\$ _____

\*Please note materials are to be supplied by contractor

**TOTAL AMOUNT** \$ \_\_\_\_\_

**BOND OF INDEMNITY**

I hereby undertake and agree to be responsible for all damages which may be caused by the work with regards to the above work approval permit and to indemnify the Town of Goderich against all claims, and expenses in respect thereof. I also agree to restore the work area to as good or better condition as it was prior to the work undertaken, to the satisfaction of the Director of Operations and/or designate. To pay to the Town of Goderich any expenses incurred for the full restoration as per the work approval permit, whether such work be done by the Town of Goderich immediately or becomes afterwards necessary, and also to hold the Town of Goderich harmless from all claims for any damages which may arise or be caused by the construction of the said work.

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
DATE



**WORK APPROVAL PERMIT**

Permit # \_\_\_\_\_

\_\_\_\_\_ (applicant) is hereby authorized by the Town of Goderich to excavate  
\_\_\_\_\_ (name of street) at \_\_\_\_\_  
(location) for the purpose of \_\_\_\_\_

The applicant shall follow all applicable legislation including "The Occupational Health & Safety Act". The applicant shall restore the road allowance to its original condition to the satisfaction of the Town including replacement of sidewalk, curb and hard and/or soft surface on the road allowance. **The following shall be notified twenty-four hours (24) prior to backfilling for inspection:**

- 1. **Director of Community Services, Infrastructure and Operations/or Designate 519-524-8344 Ext 209.**
- 2. **ERTH Power 519-485-1820 to arrange for water inspection and/or turn on/off.**

This permit may be revoked upon notice to the applicant by the Town.

PERMIT APPROVED

\_\_\_\_\_  
TOWN OF GODERICH

\_\_\_\_\_  
DATE

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**ADMINISTRATIVE ONLY:**

Date of fee paid: \_\_\_\_\_

Date of commencement of work: \_\_\_\_\_

Date of final completion of work: \_\_\_\_\_

Date maintenance period is finished: \_\_\_\_\_

Inspected by: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



## **WORK APPROVAL PERMITS**

Work Approval Permits are required by the Town of Goderich for any excavation whatsoever on the road allowance of a street or for the installation of any underground service. Examples where Work Approval Permits are required are, (but may not be limited to) the following:

Excavations and/or pipe installations of any kind; bore holes or test pits, directional boring etc.

Work Approval Permits may be obtained from the Director of Community Services, Infrastructure and Operations, located at 57 West Street, Goderich (519-524-8344 Ext 209).

Before a Work Approval Permit will be issued, the following is required:

1. A non-refundable inspection fee.
2. The applicant is required to have a minimum of two million dollars (\$2,000,000.00) of liability insurance naming the Town of Goderich as being an additionally insured.
3. A completed application.

Copies of the Work Approval Permit application, Certificate of Insurance and WSIB Clearance Certificate are attached.



## TERMS AND CONDITIONS

1. All work shall meet the minimum standards and specifications of the Town of Goderich Director of Community Services, Infrastructure and Operations and as per approved plans where applicable.
2. The Applicant shall inform the Town of Goderich Director of Community Services, Infrastructure and Operations (519-524-8344 Ext 209) at least 24 hours in advance of commencing construction on any street.
3. The Applicant shall contact all utility companies to determine the location of their plant prior to the commencement of construction.
4. The Applicant agrees to indemnify and hold harmless the Town of Goderich from and against all liability under such statutes, laws and regulations and in respect to all claims that may arise or be made against the Town.
5. The Applicant shall complete any maintenance work deemed necessary by the Department within 48 hours of being notified to undertake such repairs. In the case of emergency repairs deemed necessary by the Department, the necessary work shall be completed forthwith.
6. Should the Applicant fail to complete work ordered by the Department, the Town shall be at liberty to do the work at the applicant's expense.
7. As a condition of the issuance of this permit the Applicant hereby warrants that the work carried out with respect to this permit shall be without defect as to either material or workmanship and any deficiency within a maintenance period of one year from the completion of the work shall be made good at the sole risk and expense of the Applicant. If any dispute arises as to the date of the completion of the work, the matter shall be determined by the Works and Engineering Department in their sole discretion.
8. Tunnelling under sidewalks and curbs is not permitted without the approval of the Works & Engineering Department. Sidewalks and curbs are to be removed to allow for satisfactory compaction of the earth materials. Removal and replacement of the sidewalk/curb shall be at the expense of the applicant.
9. Contractors that are working on municipally owned road allowances are responsible for work zone safety and must comply with the Ontario Traffic Manual Book 7 and the Ministry of Transport Temporary Conditions Manual. The contractor shall provide all signage required in accordance with the Ontario Traffic Manual Book 7. A competent worker that is trained in Traffic Protection shall be designated to ensure and be responsible for proper setup and take down of the Work Zone and completing a traffic protection plan as per the Temporary Conditions Manual. All workers must wear appropriate safety apparel.
10. Full restoration of the work area shall be completed within 30 days of final completion of the work or the Town of Goderich shall complete the restoration at the applicant's expense. There will be an exception for work performed from December to April. The applicant shall be responsible for maintaining the work area until full restoration is complete.



**CERTIFICATE OF INSURANCE  
THE CORPORATION OF THE TOWN OF GODERICH**

This is to certify that the insured set forth is insured with the Insurance Company, which insurance is described below. File Number

**NOTE:** 1. PROOF OF LIABILITY INSURANCE WILL BE ACCEPTED ON THIS FORM ONLY (WITH NO AMENDMENTS).  
2. IF INSURANCE IS PLACED IN PRIMARY AND EXCESS LAYERS, FILE SEPARATE CERTIFICATES FOR EACH.  
3. IF A FACSIMILE HAS BEEN TRANSMITTED, THE ORIGINAL CERTIFICATE MUST FOLLOW.

NAME OF INSURANCE COMPANY			
NAME OF INSURED		TELEPHONE NUMBER	
ADDRESS OF INSURED	STREET NAME	CITY	POSTAL CODE

TYPE OF INSURANCE	POLICY NUMBER	EFFECTIVE DATE	EXPIRY DATE	LIMITS OF LIABILITY Bodily Injury & Property Damage - Inclusive
Commercial General Liability				\$ (Minimum \$2,000,000)

Commercial General Liability - Including Personal Injury, Contractual Liability, Non-Owned Automobile Liability, Owner's and Contractor's Protective Coverage, Products - Completed Operations, Contingent Employers Liability, Cross Liability Clause and Severability of Interest Clause

MOTOR VEHICLE LIABILITY			\$	
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Motor Vehicle Liability - must cover all vehicles owned, or operated by, or on behalf of the insured.

THE CORPORATION OF THE TOWN OF GODERICH has been added as an additional insured but only with respect to its interest in the operations of the named insured.

This is to certify that the Policies of Insurance as described above have been issued by the undersigned to the insured named above and are in force at this time.

If cancelled or changed in any manner, that would affect the Town of Goderich as outlined in coverage specified herein for any reason, so as to affect this certificate, thirty (30) days prior written notice by registered mail or facsimile transmission will be given by the insurer(s) to:

The Corporation of the Town of Goderich, Attention: Town Administrator  
57 West Street  
Goderich, ON N7A 2K5  
Fax: (519)524-4524

This certificate is executed and issued to the aforesaid Corporation of the Town of Goderich, the day and date herein written below.

DATE	YEAR	MONTH	DAY	NAME OF INSURANCE COMPANY (NOT BROKER)
NAME OF INSURANCE BROKER				AUTHORIZED REPRESENTATIVE OR OFFICIAL By: