



Work Permit Application (By-law 2017-098)
Application to undertake work on a City road

MC Number:
(with approved plan)

Owner (Proponent)/Company/Organization

Contractor/Agency

Owner:		Contact:		Contractor:		Contact:	
Address:				Address:			
City		Prov:	Postal:	City:		Prov:	Postal:
Phone :		Cell:		Phone No:		Cell:	
Email:		Fax:		Email:		Fax:	

PERMIT INFORMATION

Schedule Dates:	From:	To:	Time:	Traffic Control Changes <input type="checkbox"/>		
Primary (Site) Contact:		Primary (Site) Telephone:		Fax:	Parking Spaces Required <input type="checkbox"/>	
Primary (Site) Contact Email:				Bus Stop Relocation <input type="checkbox"/>		
				Pavement Marking Changes <input type="checkbox"/>		

LOCATION AND SUMMARY OF WORK

Road Name:			Nearest Address:			
Between Roads:			And:			
Description of Work: (Include TCP and Sketch of work)						
Excavation: (check all that apply):	Asphalt <input type="radio"/>	Sidewalk <input type="radio"/>	Curb & Gutter <input type="radio"/>	Boulevard <input type="radio"/>	Median <input type="radio"/>	None <input type="radio"/>
Length (m):		Width (m):		Depth (m):		
Closure Type (check all that apply):	None <input type="checkbox"/>	Full Closure <input type="checkbox"/>	Lane Closure <input type="checkbox"/>	Cycling Lane <input type="checkbox"/>	Sidewalk <input type="checkbox"/>	

CONDITIONS OF APPROVAL (Any permit granted will be subject to the conditions below)

- Must conform to OTM Book 7, AODA, OHSA
- A copy of the signed permit and Traffic Protection/Control plan must be available on-site at all times.
- Compliant to The City of Kitchener Municipal Code Chapter 450(Noise), and Work Permit By-Law # 2017-098
- Pedestrians and Cyclists must be assured a safe passage at all times
- Access must be maintained at all times to residents and/or businesses.
- Work area, vehicles and equipment must be properly protected until completion of the project.
- Restoration to the satisfaction of The City of Kitchener.
- The Proponent and the Contractor must separately submit certificates of insurance in the minimum amount of \$2,000,000 with this application on a form satisfactory to The City of Kitchener.
- Must coordinate work zone with adjacent and local works and operations.
- Surface restorations may be completed by The City (email cut-sheet to Operations@kitchener.ca) Contractor is responsible until fully restored.
- All cost for any fees; Work permit, road occupancy, parking, and/or signage completed by City Operations will be invoiced accordingly.
- Any violation to any of these conditions or By-Law 2017-098 may result in the permit being revoked and/or charges pursuant to this By-law.

A signed indemnity, satisfactory to the Director, stating that the proponent, both during and after the term of this Work Permit, shall at all times, and at its own cost, expense and risk, defend, indemnify and hold harmless The Corporation of the City of Kitchener, its elected officials, officers, employees, volunteers, agents, contractors, and all respective heirs, administrators, executors, successors and assigns from any and all losses, damages (including but not limited to, incidental, indirect, special and consequential damages, or any loss of use, revenue or profit by any person, organization or entity), fines, penalties and surcharges, liabilities (including, but not limited to, any and all liability for damage to property and injury to persons, including death), judgments, claims, demands, causes of action, contracts, suits, actions or other proceedings of any kind (including, but not limited to proceedings of a criminal, administrative or quasi criminal nature) and expenses (including, but not limited to, legal fees on a substantial indemnity basis), which the indemnified person or persons may suffer or incur, howsoever caused, arising out of or in consequence of or directly or indirectly attributable to the work performed by the proponent, its agents, employees and sub-contractors, whether such losses, damages, fines, penalties and surcharges, liabilities, judgments, claims, demands, causes of action, contracts, suits, actions or other proceedings of any kind and expenses as defined above are due or claimed to be due to the negligence, breach of contract, and/or breach of law of the proponent, its agents, employees or sub-contractors;

The Proponent and the Contractor, where applicable, have read and understood the above conditions and the Work Permit Bylaw (2017-098) available at: www.kitchener.ca

Permit Type: Blanket Various Regular Emergency Works Restoration

This Application is conditional upon the Owner (Proponent) and Applicant signing below and agreeing to the conditions listed above. The City of Kitchener confirms that electronic signature of this document is acceptable provided that the individual signing is specifically authorized by the Owner (Proponent) to enter into and execute this document in such a manner, and the individual signing for the Applicant is specifically authorized by the Owner (Proponent) to enter into and execute this document in such manner.

Proponent (print)	Signature:		Date:
Applicant (print)	Signature:		Date:
<input type="checkbox"/> I am the Owner (Proponent)	<input type="checkbox"/> I have the Owners (Proponent) permission to be the Applicant and authority to sign on behalf of the Contractor		

******* A minimum of 5 business days is required to process all permit applications*******