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## APPLICATION FOR HIGHWAY USE PERMIT

File No.: 4520-35

Permit Number: \_\_\_\_\_ HUP: \_\_\_\_\_

**Check applicable box:**    General    Borehole Monitoring    Signage    Filming    Event

Applicant:	Company:
Name: _____	Name: _____
Address: _____	Address: _____
Phone: _____	Phone: _____
Cell: _____	Cell: _____
Email: _____	Email: _____
Fax: _____	Fax: _____

<b>Works/Event Information:</b>
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Description of Proposed Work: \_\_\_\_\_  
 Address of Proposed Work: \_\_\_\_\_  
 Start Date: \_\_\_\_\_ Start Time: \_\_\_\_\_  
 Completion Date: \_\_\_\_\_ Completion Time: \_\_\_\_\_

<b>Requirements:</b>
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1. Certificate of Insurance with the City of Abbotsford named as an **additional insured**. To facilitate the indemnification and saving harmless of the City, its' servants, agents and employees, the applicant shall maintain in force an insurance policy providing a minimum liability coverage of \$5,000,000 for as long as this permit is in effect. The City shall be named in the policy that requires that thirty (30) days written notice be given to the City prior to any alterations to, or cancellation of, the policy.
2. Traffic Control Plan that complies with the British Columbia Ministry of Transportation and Infrastructure Traffic Control Manual for Work on Roadways and WorkSafe BC Occupational Health and Safety Regulations.  
[http://www.th.gov.bc.ca/publications/eng\\_publications/TCM/Traffic\\_Control\\_Manual.htm](http://www.th.gov.bc.ca/publications/eng_publications/TCM/Traffic_Control_Manual.htm)
3. Permit Fee (WO#E200-410802, 210039 – security deposit):                    **\$75.00**
4. Site Plan and Route Map (showing the location of the proposed works)
5. Special Event Application  
 Application: <http://www.abbotsford.ca/Assets/2014+Abbotsford/Communications/Special+Event+Permit+Application.pdf>  
 Info on Special Event Permit: [http://www.abbotsford.ca/leisure/events\\_in\\_abbotsford/special\\_event\\_permit.htm](http://www.abbotsford.ca/leisure/events_in_abbotsford/special_event_permit.htm)  
 Special Event Permit # \_\_\_\_\_

**6. REQUIRMENTS AND CONDITIONS**

Please ensure that access routes for emergency vehicles are kept clear at all times.

**\*Note: Policing costs may incur depending on size and type of event.**

Traffic marshals do not have the authority to stop traffic; only allow pedestrians to proceed when safe to do so.

They can direct the participants involved in the event, but traffic direction is the responsibility of the police.

I /We declare that I/We are aware of the terms and conditions of Street and Traffic Bylaw No. 1536-2006 and the attached special terms and conditions, and that I/We will abide by all such terms and conditions imposed in respect of this application

I/We agree to assume full responsibility for any loss or damage suffered by anyone or to any property whatsoever caused directly or indirectly by the Works or other Highway Use for which this Permit was issued, and shall save harmless and indemnify the City from all claims and demands whatsoever in respect of the Works or other Highway Use and in respect of the issuance of this Permit except to the extent that such claims and demands result from the wilful act or neglect of the City, its employees, agents, or contractors.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

## CITY OF ABBOTSFORD

### SPECIAL CONDITIONS FOR HIGHWAYS USE PERMIT

The attached Highways Use Permit Application shall be reviewed for City approval subject to the following:

#### **BOREHOLE MONITORING**

- Provide traffic control and signing to conform to “Traffic Control Manual for Work on Roadways”, published by Ministry of Transportation;
- Ensure traffic delays do not exceed five minutes. Remove equipment and reschedule during low traffic periods if required by City;
- The Works Inspection Department shall be notified 24 hours in advance of start time of borehole monitoring, at 604-864-5514; and
- Upon completion of testing and monitoring program:
  - remove metal casing and locking cap of piezometer pipe;
  - fill hole with controlled density fill (as per Master Municipal Specifications) to within 100 mm of surface;
  - place 100 mm of compacted hot-mix asphalt ; and
  - fill hole with controlled density fill (as per Master Municipal Specifications) to surface.

#### **BUS STOP BENCHES**

When reviewing locations for proposed advertising benches the City will be assessing each based on the following criteria:

- Impact on adjoining properties;
- Impact on intersection and driveway sight lines;
- Available space on the road right-of-way;
- Impact on adjoining utilities; such as fire hydrants, manholes, hydro transformer doors, etc.;
- Future development in the area; and
- Any other criteria the City of Abbotsford may deem necessary that may affect the location.

#### **FILMING**

- Emergency vehicles will be permitted access at all times;
- Advertisement of the road intermittent closures are to be hand delivered by \_\_\_\_\_, to the local residents, announcing possible traffic delays and be advertised in one of the two local newspapers; and
- Trailers must be parked one metre from the edge of pavement, with doors opening away from the road.

#### **GENERAL (e.g. encroachments, private utilities or driveway installation – no culvert)**

- Traffic control as needed – flag person must be certified; and
- All concrete curb, gutter, sidewalks and/or asphalt that are removed or damaged during installation are to be replaced to current City specifications.

#### **SIGNAGE**

- The maximum size of the sign(s) not exceed 16 ft.<sup>2</sup> (4' x 4'); and
- The placement of the sign does not obstruct the traffic sight line.