

Highway Excavation Permit Payment Process

Highway Excavation Application fees are requested in the form of a cheque – please refer to fee schedule below.

Please drop off or mail cheque to the Engineering Dept. (4th Floor) at Abbotsford City Hall located at 32315 South Fraser Way, Abbotsford BC, V2T 1W7. Please ensure the cheque is made out to the “City of Abbotsford”

Important: Please ensure the envelope reflects the following information: “Attention: Michelle - (address of work included in HEP application)”. This step is important as we receive several cheques a day; this will help ensure payment is received, and to prevent delay in the application review.

The application review process will begin once payment has been received.

The security deposit will be returned to the person(s) named on the cheque. If the mailing address of the person(s) or company changes prior to completion of the permit works, please make note of correct return address to ensure the deposit is mailed to the correct address.

If you have questions, please contact Engineering at 604-864-5514 and indicate that you are inquiring about payment for a Highway Excavation permit.

Highway Excavation Permit Fees

Permit Type	Application Fee	Permit Fee	Inspection Fee	GST	Minimum Security	Total
General	\$35	\$75	\$50	\$2.50	\$3,500	\$3,662.50
Driveway with & without culvert	\$35	\$200	\$200	\$10	\$3,500	\$3,945
Utilities	\$35	\$250	\$200/inspection	\$10	\$3,500	\$3,995
Borehole Drilling	\$35	\$75	\$50/ borehole	\$2.50/ borehole	\$500/ borehole	\$552.50/ borehole + Application and Inspection fees

NOTE: Larger projects spanning multiple property frontages will require security deposits equal to the estimates cost of construction which should be submitted with each application.

Approval Process:

Currently, we are processing a typical completed application within 15 business days. Some applications may take longer if internal referrals are required.

Once approved, the Contractor and Applicant named on the application form will receive an email with the approved permit requesting a signed copy to be sent back from the Contractor. The permit is considered valid once we receive the signed copy.

If you have not received your permit after 15 business days and would like to inquire about the status, please email hepermits@abbotsford.ca.

Approved Permit:

A Works Inspector will be assigned to the project; their name and phone number will be listed on the approved permit. The Contractor named on the permit is required to contact the Works Inspector 48 hours prior to starting the work.

Security Refund:

Once the work is complete, an email is to be sent to Works Inspector to request final inspection. Once the Works Inspectors signs off on the inspection, the security will be mailed within 4-6 weeks.