



# ROAD OCCUPATION PERMIT

**WASAGA BEACH PUBLIC WORKS DEPARTMENT**  
 150 Westbury Road  
 Wasaga Beach, Ontario

Roll Number
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**For Inquiries or Final Inspections Please Call 705-429-2540**

## APPLICANT INFORMATION (PROPERTY OWNER/UTILITY COMPANY)

Name/Contact:	Phone Number:
Mailing Address:	
City/Town:	Postal Code:
E-mail:	Fax Number:

## CONTRACTOR INFORMATION

Company Name:	Office Number:
Mailing Address:	
City/Town:	Postal Code:
Contact Person:	Mobile Number:
<input type="checkbox"/> Certificate of Insurance Provided in Accordance with the Road Occupation Policy	

## APPLICATION IS MADE FOR A PERMIT TO:

<input type="checkbox"/> Construct a Permanent Entrance <input type="checkbox"/> Construct a Temporary Entrance <input type="checkbox"/> Reconstruct an Existing Entrance incl. Edging <input type="checkbox"/> Install Municipal Services and/or Utilities <input type="checkbox"/> Temporary Storage of Equipment and/or Materials	<input type="checkbox"/> Install/Replace/Extend Culvert <input type="checkbox"/> Install/Replace Headwall <input type="checkbox"/> Ditch Infill <input type="checkbox"/> Other:
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## PROPOSED WORKS

Location of Proposed Works:	<input type="checkbox"/> Drawing Provided
Description of Proposed Works:	
Date of Occupancy: _____ Date of Completion: _____	
Ministry of the Environment Certificate of Approval Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Traffic Control Plan Required? <input type="checkbox"/> Yes <input type="checkbox"/> No	

## ACKNOWLEDGEMENT: (To Be Completed by the Applicant and Contractor)

I have read the Agreement on reverse and agree to ensure all works are constructed in accordance with all Town of Wasaga Beach Standards, Policies and By-Laws.

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Applicant's Signature / Date	Contractor's Signature / Date
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PERMIT FEES	DEPOSITS
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<input type="checkbox"/> All Works Other Than Ditch Infill (\$100) <input type="checkbox"/> Ditch Infill (\$200) <input type="checkbox"/> Servicing Penalty (\$25,000)	<input type="checkbox"/> Works on Minor Roads (\$1,000) <input type="checkbox"/> Works on Major Roads (\$2,000) (List of Major Roads on Reverse)
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## TOWN APPROVAL

Reviewed By: _____	Date: _____
Permission is hereby granted for Road Occupancy	
_____	
Issued By	Date

## SITE REVIEWS

Date	Purpose of Site Review	Conducted By
	<b>FINAL INSPECTION/APPROVAL</b>	

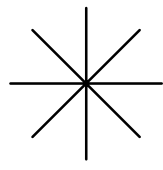
# AGREEMENT

1. It is understood that all works will be constructed, altered, maintained or operated at the expense of the Applicant, and that work must not begin before approval has been issued by the Town. The approval of the Town does not relieve the holder of the responsibility of complying with relevant Municipal By-Laws and Town Engineering Standards. This approval is issued under the authority vested in the Director of Public Works by the Town of Wasaga Beach, the most current Road Occupation By-Law and regulations pursuant thereto and is subject to the conditions attached hereto.
2. I/We hereby make application to occupy the road right-of-way and agree to abide by the terms and regulations of the most current Road Occupation By-Law.
3. I/we agree to assume all liability and/or cost incurred by the Corporation of the Town of Wasaga Beach as a result of the road occupancy, maintain the work area and to indemnify and save harmless the Town until final completion.
4. I/we submit a cheque payable to the Town of Wasaga Beach, or cash, to be retained by the municipality as the road occupancy permit fee.
5. I/we submit a cheque payable to the Town of Wasaga Beach, or cash, in the amount of \$2,000.00 as deposit for work performed within the road allowance of roads categorized as major roads\* and/or \$1,000.00 as deposit for work performed within the road allowance of roads categorized as local streets. The deposit is refundable thirty (30) days after satisfactory final inspection by the municipality.  
  
\*Roads designated as Major Roads are:

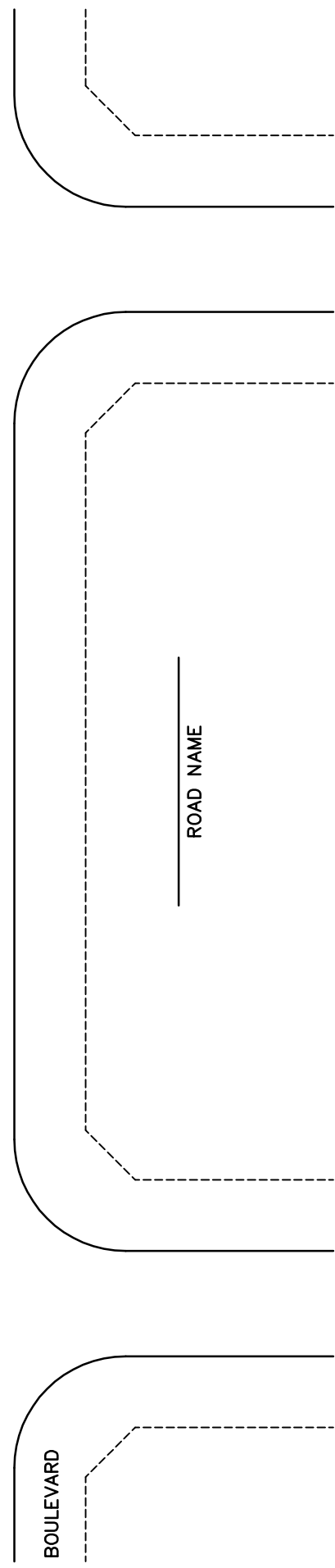
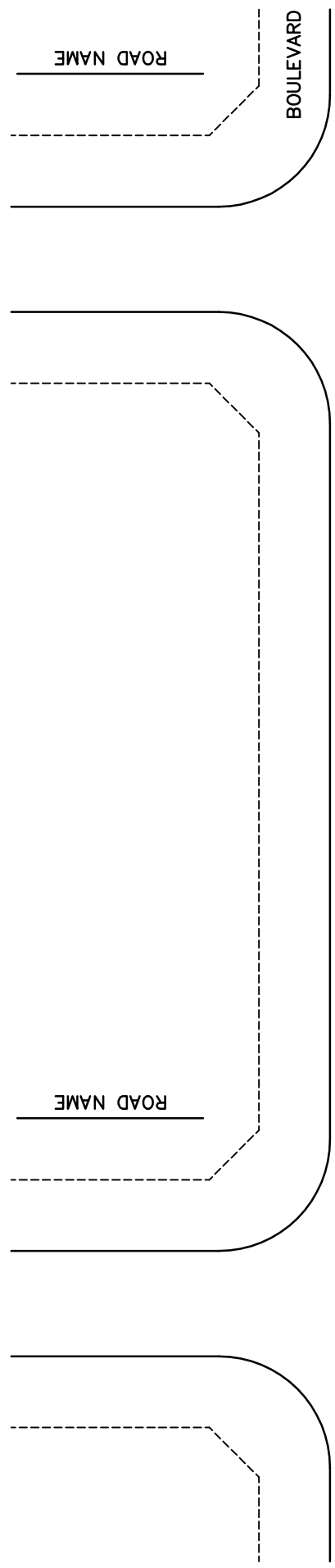
River Road West	Mosley Street
River Road East	Sunnidale Road
Main Street	45th Street South
6. The Applicant's Contractor shall furnish public liability insurance in the amount of \$2,000,000 General Liability Insurance, satisfactory to the Town of Wasaga Beach, to indemnify and save harmless the Town for the duration of the work as described in the permit.
7. Any person associated with the works for which this permit is issued shall comply with the most current Occupation Health and Safety Act and its regulations, and shall wear safety equipment **AT ALL TIMES** including hard hats, reflective vests and safety boots while on the Town road allowance.
8. The permit must be in the name of the Property Owner or Utility Company and must identify the name of the person or firm performing the intended work.
9. At the request of the Applicant, the completion date may be extended by the Public Works Road Superintendent due to unforeseen conditions.
10. Traffic control shall be provided in accordance with the MTO Ontario Traffic Manual, Book 7 and to the satisfaction of the Town including all barricades, information signs, flag persons, detour signs etc. In addition, a Traffic Control Plan may be required as part of the application.
11. The Applicant shall maintain access to all public and private properties during the duration of the work. Road closures are not permitted.
12. All utility locates shall be the sole responsibility of the Applicant. Locate requests can be made  
Enbridge Gas and Bell Canada – "Ontario One Call": 1-800-400-2255  
Rogers Canada: 1-888-265-9501  
Hydro – Wasaga Distribution: 705-429-2517  
Sewer and Water (Public Utilities) – Public Works: 705-429-2540
13. The Applicant shall be responsible for the performance of the work and restoration in accordance with Ontario Provincial Standards & Specifications and the Town of Wasaga Beach Engineering Standards, which are available on the Town website.
14. All excess excavated material shall be disposed of at the County of Simcoe, Wasaga Beach landfill site.
15. Driveway locations, widths, and construction complete with culverts and headwalls (where applicable) shall be in conformance with the Town of Wasaga Beach Zoning By-law and Engineering Standards.
16. Should the work have not been commenced within two years from the date of issuance and completed by the date of completion indicated in the application, the Road Occupation Permit shall become null and void.
17. The Applicant shall at all times remain responsible for the actions and/or omissions of its Contractor and for compliance with the Town's Road Occupation By-Law and Policy.

TOWN OF WASAGA BEACH  
ROAD OCCUPATION PERMIT  
DRAWING OF PROPOSED WORKS

ROLL NUMBER



INDICATE NORTH



DRAWN BY: \_\_\_\_\_

DATE: \_\_\_\_\_