



# Road Occupancy Permit Application

Road Occupancy / Road Closure By-Law, as amended

**A minimum of 5 business days are required for processing**  
Subject to permit fee of \$55.00/per day

City of Greater Sudbury  
P.O. Box 5000 | Stn A | 200 Brady St  
Sudbury, ON | P3A 5P3  
Tel: (705)674-4455 x 4253 | Fax: (705)673-5171  
Email: permits@greatersudbury.ca

Permit #

Previous Permit # (if applicable)

## PROJECT INFORMATION

Application Date	Start Date	Time	End Date	Time
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Permitted Area

<input type="text"/>	Community <input type="text"/>
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Authorized Activities

Traffic flow

No. of days issued

### Degradation Fees

Calculated for pavement only

Type of work

Total cost of permit

Year/ cost

Pavement cut

Curb/Sidewalk cut

Total in square/metres

Total in square/metres

Total in square/metres

Total Cost \$

## APPLICANT INFORMATION

Company name

Contact name

Address

Telephone

Ext

Mobile

Email

## DISCLAIMER

The undersigned Permit Holder hereby acknowledges that they have read and understand the Permit, its terms and conditions and agrees to comply at all times with the Permit and its terms and conditions or as described in the Road Occupancy / Road Closure By-Law, as amended

Applicant signature:

Signature Field

"I/We have the authority to bind the Corporation"

The following conditions form part of Road Occupancy Permit

as issued by the City of Greater Sudbury ("The City")

1. This Permit authorizes the Permit Holder to perform the Authorized Activities in the permitted area subject to the terms and conditions hereof and in accordance with the specified Traffic Management Plan, where applicable. No further activities shall be conducted unless authorized by the City or unless such activities are necessitated for the proper repair of the road and infrastructure.
2. The City reserves the right to revoke this Permit in writing without notice in whole or in part in the event of an emergency or any non-compliance with the terms and conditions of this Permit
3. The Permit Holder may retain qualified contractors and consultants to perform the Authorized Activities on its behalf and in such circumstances, the Permit Holder will be responsible for the actions and omissions of such contractors and consultants. The Permit Holder will provide a copy of this Permit to its contractors and consultants and shall require them to be in compliance with requirements set out herein. For clarity, the Permit Holder shall ensure that the contractors and consultants be subject to the indemnity and insurance requirements stated herein for the Permit Holder. The City reserves the right, in its sole and absolute discretion, to refuse the performance of any work pursuant to this Permit by any contractor or consultant which, in the City's opinion, is not sufficiently qualified to perform Authorized Activities on City property.
4. The Permit Holder shall ensure that a competent person, within the meaning of the term under the Occupational Health and Safety Act, as amended is present while the Authorized Activities are being conducted. A competent person on site must possess a copy of this Permit, an Ontario Traffic Manual Book 7, as well as a prepared Traffic Management Plan, in detail appropriate to the complexity of the work project. The Permit Holder shall ensure that the Traffic Management Plan is understood by all responsible parties before the site is occupied.
5. This Permit shall survive termination or expiration.
6. The Permit Holder hereby agrees to indemnify the City, its elected and non-elected officials, agents, employees and contractors from all causes of action, liens, losses, costs or damages arising from the execution, non-execution or imperfect execution of any work or activity authorized by this Permit or conducted under the authority of this Permit, whether with or without negligence on the part of the Permit Holder or the officers, agents, employees or contractors of the Permit Holder.
7. The Permit Holder shall maintain during the effective period of this Permit and any extensions thereto, a policy of comprehensive general liability insurance containing standard industry coverages with an insurer licensed in Ontario with limits of not less  per occurrence for bodily injury, death and damage to property including loss of use. The policy shall name the City of Greater Sudbury as an additional insured as its interests appear and shall contain an endorsement to provide the City with thirty days prior written notice of any policy cancellation. The Permit Holder shall provide the City with a Certificate of Insurance evidencing the coverage herein.
8. The Permit Holder is responsible for the cost and replacement of any utilities or infrastructure damaged as a result of the Authorized Activities.
9. The Permit Holder is responsible for the cost of any repairs required due to faulty work, incomplete work or settlement of the area excavated pursuant to this Permit for a one year period from date of completion of the Authorized Activities.
10. All maintenance requirements being created by this application, anywhere in the Permitted Area are the responsibility of the Permit Holder. Such requirements include but are not limited to site clean-up and restoration as soon as the Authorized Activities are completed and before traffic is allowed to use the area.
11. No overhead lifting may take place over vehicular or pedestrian traffic, and no Authorized Activities may take place over vehicular or pedestrian traffic unless such areas are properly protected.
12. The Permit Holder shall provide the notice required by By-Law 2011-218, as amended to affected property owners if private property or other developed areas will have restricted access or will materially be affected by the activities conducted pursuant to this Permit.
13. Private property must not be used to accommodate public vehicle or pedestrian traffic

Applicant initials

# Additional Terms and Conditions

The following conditions form part of Road Occupancy Permit

as issued by the City of Greater Sudbury ("The City")

1. Prior to any saw cutting or excavation taking place, the Permit Holder shall obtain locates in relation to all buried utilities and infrastructure including but not limited to hydro, gas, cable, water and sewer. Locates can be obtained by the Permit Holder by calling Ontario One Call at 1-800-400-2255
2. The Permit Holder will ensure that all pavement and sidewalk cuts, or excavating are done with the proper equipment and to City Standards.
3. The Permit Holder has 7 working days to complete patches containing concrete work and 4 working days to complete patches containing asphalt work. The City shall repair or reinstate any asphalt or concrete work not completed or not properly completed by the Permit Holder within the allotted time, the costs of which shall be debt due to the City by the Permit Holder and payable immediately upon demand.
4. Private Contractor - When filling any excavation, the Permit Holder will place granular materials to pre-existing depth and quality. Compaction shall be in accordance with City Standards. Granular materials shall be maintained free of washboard and potholes prior to reinstatement of temporary asphalt. The Permit Holder will temporarily replace the asphalt road surface with HL8 asphalt in the following compacted thickness (maximum lift thickness 50mm): Collector and local roads 90mm, arterial roads 140mm or match to existing thickness. Sidewalk will be temporarily replaced with 50mm of HL8 asphalt, to be flush with the existing surfaces. The City will complete the final restoration work unless stated otherwise in the Site Plan or Off-Site Servicing Agreements.
5. Utilities - When filling any excavation, the Permit Holder will place granular materials to pre-existing depth and quality. Compaction shall be in accordance with the City Standards. Granular materials shall be maintained free of washboard and potholes prior to reinstatement of concrete or asphalt. The Permit Holder will permanently replace the asphalt, sidewalk and curb to City Standards. The Permit Holder is responsible for the removal of temporary materials and shall remain responsible for any damages or settlement that may arise. For inspection of asphalt patches, call Construction Services (705) 674-4455 extension 2947
6. If a "Loading Zone" is eliminated or reduced to a non-practical length due to the closure, the Permit Holder is to reserve additional space to accommodate another suitable location, which shall be of the same length on the same side of the street in proximity to the existing location. A plan showing proposed changes must be submitted to Technical Services.
7. All pedestrian routes must have a minimum width of 1.5 metres of hard surface and shall not require pedestrians to cross any street at a location which is not a recognized pedestrian crosswalk. Persons with disabilities and using strollers must be safely accommodated by the Permit Holder.
8. In regards to the use of portable lane control signals or portable temporary traffic signal, the Permit Holder is to provide documentation confirming that the devices will be installed in accordance with the *Highway Traffic Act*, and, meet the material and operational requirements of Books #7 and #12 of the Ontario Traffic Manual.
9. The Permit Holder is required to call 3-1-1 for culvert installation inspection. Do not backfill culvert until inspection has been complete and installation has been approved.

10.

Applicant initials

