



Road Usage Permit Application Form

City Yards
1495 Hardy Street
Kelowna, BC v1y 7w9
Tel: (250) 469-8600
Fax: (250) 862- 3330

Deliver to 1495 Hardy St; or Fax to City Works Yard - Fax # 862-3330

Prime Contractor: _____ **Address:** _____

Project / Location: _____ Specify Civic Address(s), Plan or Lot # i.e. from: # to: # .

Title	Contact Name	Office #	Cell #	24hr call #	Fax #	Email
Prime Contractor						
Engineering Consultant						
Traffic Control Supervisor						

Note - Prime Contractor is to immediately notify City Engineer of any change in contact information.

Description of Work or Activity:

Permit Date/Time Requested and Schedule of Work

Start Date (M / D / Y)	___/___/___ m d y	End Date	___/___/___ m d y	Start Time: 00:00-24:00		End Time:	
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Note – permit end date is; date when permanent surface restoration is complete and contractor has notified City Engineer.

Provide Work Schedule Detail as required Yes No (Select one -"X")

Excavated Site Surface Material(s): Select all that Apply "X"

Asphalt		Concrete		Other	
Curb	<input type="checkbox"/>	Curb	<input type="checkbox"/>	Turf	<input type="checkbox"/>
Sidewalk	<input type="checkbox"/>	Sidewalk	<input type="checkbox"/>	Gravel	<input type="checkbox"/>
Roadway	<input type="checkbox"/>	Roadway	<input type="checkbox"/>	Trench Width in metres i.e. .3m,1m..	<input type="checkbox"/>

Misc (specify): _____

Traffic Information Select all that Apply "X"

Road Name and Direction n/b, s/b etc. <small>Use additional sheet if more than one road</small>	Where on Roadway	Condition(s)
	Shoulder/Sidewalk/boulevard	Road Closure - Local Traffic
	Curb Lane	Road Closure - No Traffic
	Median Lane	Single Lane - Alternating Traffic
	Median	Lane Closure (Multi Lane Roadway)
	Intersection	Traffic Control Person(s)
	Rear Lane (Alley)	Detour

Submit Traffic Control Plan Detail (If applicable) or upon request of the City Engineer (Select one -"X") Yes No

Locates are required, prior to excavating, under the terms of the Road Usage Permit and WCB/Work Safe, Occupational Health and Safety Regulations; Failure to do so will invalidate the Road Usage Permit.

I(we) hereby acknowledge I have read and understood the City of Kelowna Traffic and Subdivision Bylaws and agree to be bound by its provisions and amendments, if any, specifications and regulations to the City governing excavations in or under municipal streets and to such special conditions, restrictions and regulations as may be imposed by the City Engineer.

See Schedule "B" of KELOWNA TRAFFIC BY-LAW NO 8120

Date of Application: ___/___/___ **Signature of Applicant:** _____
M D Y (Contractor Signing Authority)