

PORT COQUITLAM HIGHWAYS BYLAW, 1984, No. 2011

SCHEDULE "A"

HIGHWAY USE PERMIT

Permit No. «FolderNumber» |

Issued to Applicant

Permission pursuant to Section 4 of the "Port Coquitlam Highways By-law, 1984, No. 2011" is hereby granted to the above named to CONSTRUCT BUILDINGS AT:

«Civics»

and such works are hereby approved insofar as they relate to the use of a City Highway or part thereof requiring the permission of the Engineer in accordance with the "Port Coquitlam Highways Bylaw, 1984, No. 2011". The said approval and permission to construct, use and maintain the said works is however, at all times subject to the provisions of said bylaw No. 2011 and to the following conditions:

1. any necessary plans and specifications have been approved by and deposited with the Engineer;
2. the construction and maintenance of the said works shall be carried out to the satisfaction of the Engineer;
3. before opening up any highway or interfering with any public works, notice in writing of intention to do so shall be given to the Engineer not less than seven (7) clear days before any work is begun;
4. the Engineer and any person appointed by him for the purpose of inspecting the said works shall have free and uninterrupted access to all parts of the works at all times;
5. the construction of the said works shall commence on or before N/A and shall proceed with due diligence, to the satisfaction of the Engineer, and shall be completed on or before N/A.
6. the permission hereby granted to construct, use and maintain the said works is subject to all provisions of and without prejudice to "Port Coquitlam Highways By-law, 1984, No. 2011";
7. this permission shall be effective only during such time as the said works are used and maintained by the applicant to the entire satisfaction of the Engineer and shall be subject to cancellation without notice if the applicant shall fail to observe and comply with all terms and conditions thereof;
8. this permit shall be valid only for the specific works and for that period of time stated herein;
9. the City will not be responsible for grade changes affecting boulevard crossings and accesses caused by the reconstruction of any City Highway;

10. while reasonable care will be taken by the City not to damage any private works while carrying out the construction or maintenance of any public works in any highway, the City can accept no responsibility of any kind if damage to such private works does occur.

This permit shall be effective on the date of issuance hereunder and shall expire on the date of release of security as determined by the City Engineer.

I hereby agree to all the terms of the "Port Coquitlam Highways Bylaw, 1984, No. 2011" and this permit and deposit herewith the sum of \$ as security to guarantee that I shall fulfill all of the terms and conditions set out herein within the time specified in this Permit.

AND I agree that in the event of my failure to complete the said works to the satisfaction of the Engineer within the time herein specified, or if I should fail or neglect to fulfill all the terms and conditions of the "Port Coquitlam Highways bylaw, 1984, No. 2011" and this permit is cancelled as the result thereof, that the City may, without further notice to me or action in the courts, entreat the security deposit made herewith and retain the same to the use of the City as liquidated damages.

AND I further agree that upon completion of the said works to the satisfaction of the Engineer, pursuant to this permit, the City shall have the authority to deduct from the security deposit made herewith the inspection fees prescribed by Section 4 (3) of the said By-law No. 2011.

IMPORTANT INFORMATION FOR HIGHWAY USE PERMIT APPLICATIONS

Under City Bylaw No. 2011, Highway Use Regulations, it is an **OFFENCE** to allow or permit any vehicle used during construction on a property to deposit or track any soil, gravel, or any other substance onto a municipal road. It is also an **OFFENCE** to permit any construction vehicles to damage municipal works and utilities such as curbs, sidewalks, street lights, roads, valve boxes, inspection chambers, etc.

The applicant for the Highway Use Permit is responsible for the actions of all those employed either directly or indirectly for the purpose of the construction upon the property for which the permit is taken out. Specifically, the Highway Use Permit Holder is responsible to:

- ensure that those employed by him either directly or indirectly for the purpose of construction on the property are aware of the conditions under which a Highway Use Permit is issued.
- at the end of each working day, remove any soil deposited on the municipal road as a result of construction by his employees or contractors. The use of loader buckets is permitted provided that no damage to municipal works and services (i.e. pavement surface, curbs, boulevards, sidewalks, etc.) results.
- make arrangements either independently or with other builders in the subdivision to have all of the municipal roads which have been soiled by construction activities thoroughly cleaned by a flusher truck and/or sweeper truck on each Friday afternoon unless exempted by the City's Engineering Inspector.
- advise those employed (either directly or indirectly) by him not to park on those municipal roads which require cleaning on each Friday afternoon.

The City's Engineering Inspectors will be checking conditions on the municipal roads on a daily basis. Failure on the applicant's part to adhere to the level of cleanliness specified herein will result in City forces carrying out the work on the Applicant's behalf. In some cases, overtime may be required to ensure that the necessary cleanup work is completed. **ALL COSTS INCURRED BY CITY FORCES FOR SUCH CLEAN UP WORK ON THE APPLICANT'S BEHALF WILL BE CHARGED AGAINST THE HIGHWAY USE PERMIT HOLDER.**

RELEASE OF HIGHWAY USE SECURITY DEPOSIT (BOND)

Once the construction of the building is completed and the Building Department has issued a Final Inspection for the building, the applicant must call the Engineering Department at 604-927-5420 to arrange for an inspection for the purpose of releasing the Highway Use Permit security deposit.

Please note for your Final Engineering Inspection (for release of bond) you must notify the Engineering Department (927-5420) and request a Final Engineering Inspection. Inspections will not be carried out until the applicant requests this be done.

In order to keep inspection time to a minimum and to **speed up the release** of the security deposit the following should be completed prior to calling for inspection.

- 1. Sanitary inspection chambers and water service boxes shall be adjusted such that they are flush with the ground surface. Storm sewer clean-outs may be buried 150 mm but the location should be known. If any of these services risers are under a driveway, a cast iron service box or an alternative acceptable to the Engineering Department shall have been installed.**
- 2. All concrete driveways shall have a construction joint at the property line.**
- 3. All boulevards shall have 100 mm of topsoil placed and be ready for seed or turf.**
- 4. The road or lane allowance adjacent to the building lot shall be well cleaned out. flushing and/or sweeping may be required if dirt is present on sidewalks, curbs or pavements.**
- 5. Any damage (i.e. cracks) done to curbs, sidewalks or other City owned works and services shall be repaired.**

Please allow up to three weeks from the time of request for the Highway Use Permit Inspection to be carried out. Builders are reminded that they are allowed only two Engineering inspections under the fees paid for the Highway Use Permit. A fee of \$30.00 will be charged for each additional inspection required. However, if the above noted items are attended to before calling for inspection such additional inspections should not be required.

I have read the information contained herein and fully understand the conditions under which the Highway Use Permit has been issued.

Placement of fill within the Agricultural Land Reserve in Port Coquitlam will require a separate approval from the Agriculture Land Commission by application to the City Engineering Department.

No person shall deposit contaminated soil on any land in Port Coquitlam except as approved by the Ministry of Environment under the “Waste Management Act” for the intended land use. Information is available at the City Engineering Department.



City of **PORT COQUITLAM**

2580 Shaughnessy St., Port Coquitlam, BC V3C 2A8/ Phone: 927-5411/ Fax: 927-5407

NOTICE TO ALL CONTRACTORS, DEVELOPERS, AND PROPERTY OWNERS

Placement of Trailers and Material on Municipal Road/Lane Right of Ways

It is an offence under the City of “Port Coquitlam Highways Bylaw No. 2011” to place any trailers or material such as lumber, gravel or soil on municipal road right of ways without written approval from the City Engineer.

It is the responsibility of the contractor, developer, and property owner to ensure that all construction materials, trailers and other construction appurtenances are placed and kept within the boundaries of private property. Municipal right of ways may only be used, where legally permitted, for parking, loading and unloading, access and egress.

Sales trailers for new developments are not permitted on road right of ways.

Contractors, developers or property owners wishing to place a construction office trailer must first apply for and receive a permit specifying the conditions under which a construction office trailer can be placed on a municipal boulevard.

For further information contact the City Engineering Department at 604-927-5420.

By Order of the City Engineer