



STREET & PUBLIC SPACE USE PERMIT APPLICATION

The Village of Carmacks
PO BOX 113, Carmacks, YT Y0B1C0
P.867-863-6271
E. CAO@Carmacks.ca

Date of Application:

Date Application Accepted:

Business License Number:

Application Requirements Check list:

- Submit application a minimum of five (5) business days prior to project start date for review
- Active *Village of Carmacks Business License (if applicable)*
- Submit Traffic Accommodation Plan
- Read Street & Public Space Use Permit terms and condition and sign at the bottom
- The permit is not valid, unless signed and paid for in full 48hrs in advance**

Applicant	
Name:	Company:
Email:	Cell Phone #:
Onsite Contact Person:	Onsite Phone #:
Billing Address	
Location/Work Description	
Address/Location(herein known as the Closure):	
Start Date (Month/Day/Year):	Between the hours of:
End Date (Month/Day/Year):	
Areas Affected by Work	
<input type="checkbox"/> Road <input type="checkbox"/> Parking Lane <input type="checkbox"/> Alley <input type="checkbox"/> Public Space <input type="checkbox"/> Other:	<input type="checkbox"/> Driving Lane <input type="checkbox"/> Sidewalk <input type="checkbox"/> Parking Lot <input type="checkbox"/> Parking Stall (# of Stalls:)

Work Description:

Applicant to provide:

Traffic Accommodation Plan

Street & Public Space Use Permit Terms and Conditions

1. The applicant is required to submit a Street & Public Space Use (SPSU) Permit Application a minimum of five (5) business days prior to project start time.
2. Failure to abide by the SPSU Permit will result in a void permit and a stop-work order being issued by the Village of Carmacks.
3. All fees and the deposit (if required) must be paid in full for a SPSU permit to be valid.
4. All roads, construction, utility, and landscaping work affecting public property must be completed to Village of Carmacks standards. If the Applicant fails to do so, the Village may undertake such work and bill all costs of such work to the Applicant and collect such costs in the same manner as fees and taxes.
5. All work shall be done in compliance with Occupational Health and Safety regulations and applicable Municipal, Territorial and Federal bylaws, guidelines, acts or regulations.
6. Full access to the Closure area will be given to RCMP members, Peace Officers, Bylaw Enforcement Officers, Municipal Compliance Officers, Chief and Deputy Fire Chiefs and Public Health Officers. At no time shall these persons be hindered or obstructed in the course of their duties.
7. The permit holder must provide written notice one week in advance of the temporary closing of an access to a home or business to all property owners and/or residents who may be affected by the closure.
8. Vehicular and pedestrian access to properties shall be maintained at all times unless coordinated with affected property owners one week in advance of the permit start date.
9. If required, it is the responsibility of the permit holder to coordinate with adjacent property owners for the use of their land.
10. All road surfaces and sidewalks shall be kept clear of obstructions and/or debris, to avoid hazards or inconvenience to the public.
11. Signs, cones, barricades, and all other traffic control devices to protect and control pedestrian and vehicular traffic in the **Closure** area shall be used in accordance with the *Manual of Uniform Traffic Control Devices for Canada* (Transportation Association of Canada).
12. The permit holder shall be responsible for all loss and damage of any nature or kind caused or arising directly or indirectly from any temporary closure of public land.
13. The permit holder agrees to indemnify the Village of Carmacks against any and all claims for damage or injury.
14. The permit holder shall provide proof of insurance to the Village of Carmacks upon request.
15. When the permit holder requires an extension of the permit or a change to any of the conditions under which the permit was issued, the permit holder shall apply for such change at least 48 hours in advance.
16. In the event of unforeseen circumstances after work commences that require an extension of the permit or a change to any of the conditions under which the permit was issued, the Village of Carmacks Bylaw Enforcement service will evaluate on an individual basis the conditions of the permit and any additional fees.
17. The Public Works General Manager for the Village of Carmacks reserves the right to alter and make reasonable changes to written permit before said permit action commences.

Submission

By signing this application for a Street & Public Space Use Permit, the applicant submits that they have read and agree to all of the terms and conditions related to a Street & Public Space Use Permit and will abide by them.

Applicant Signature

Date

Submit Applications to:

Completed applications can be scanned and emailed to CAO@Carmacks.ca or in person at the Administration Office, 143 River Drive.