



City of Meadow Lake
Excavation Permit Application
 As per Bylaw No. 12/2013

Permit Number: _____

Under Bylaw No. 12/2013, a permit is required for any excavation in a street, sidewalk, lane or public place within the City of Meadow Lake. All permits expire 30 days from the date of issue.

A. Application Information			
APPLICANT	Name of Applicant:		Company Name (if applicable):
	Mailing Address:	City:	Province: Postal Code:
	Phone Number(s):	Email Address:	Preferred Method of Correspondence: MAIL or EMAIL (circle one)
OWNER	Name of Applicant:		Company Name (if applicable):
	Mailing Address:	City:	Province: Postal Code:
	Phone Number(s):	Email Address:	Preferred Method of Correspondence: MAIL or EMAIL (circle one)
CONTRACTOR	Contractor Company:		Contact Name:
	Mailing Address:	City:	Province: Postal Code:
	Phone Number(s):	Email Address:	Preferred Method of Correspondence: MAIL or EMAIL (circle one)
PROJECT DETAILS	Civic Address / Area of Excavation Site:		
	Description of Work:		
	Estimated Work Commencement Date:	Estimated Completion Date:	

B. Application Requirements Checklist	
<i>Please enclose copies of any required documentation with this application.</i>	
	A plan showing the proposed works including all pipes, manholes, conduits, wiring or structure of any kind which shall be placed underground has been submitted (required for new service installations).
	Arrangements have been made for all utility locates.
	All required fees and deposits have been submitted.
	Proof of liability insurance is enclosed with this application.

<input type="checkbox"/>	This work is being performed at the request of the City of Meadow Lake. (All fees to be waived)
Signature: _____	
(Public Works Manager or City Engineer)	

C. Declaration of Applicant

I hereby agree:

- a) That the information contained in this application is true and complete to the best of my knowledge;
- b) That I have read and understood the City's standards for the work, either in the form of Bylaw 12/2013 or another standards document provided to me by the City;
- c) To abide by and observe all City Bylaws or requirements and all Provincial regulations applicable to carrying out the above referenced work;
- d) To have the required liability insurance in place;
- e) To accept responsibility for any damages which result from carrying out the work, and reimburse the City for any repairs or other costs it has to expend as a result of the work;
- f) To take all precautionary and preventative measures to ensure the safety of the public and the protection of all property during the course of carrying out the work;
- g) To contact the City to arrange for a pre-backfill inspection before commencing any backfill work;
- h) That as the permit holder, I am financially responsible for any maintenance work required on this excavation or surface works for a period of 12 months following the date of substantial completion, and that should I fail to perform the required maintenance work, the City may perform the repairs and bill the costs to me; and
- i) That should I fail to restore the site to a satisfactory condition, the City of Meadow Lake is hereby authorized to take the necessary steps to do so charge the costs of such work to me.

Signature of Applicant _____ Date _____

D. Calculation of Fees

City Assets Affected: Pavement Sidewalk Curb & Gutter Other _____

Area of Assets Affected (m²): _____ _____ _____ _____

Rate of Reinstatement (\$/m²): _____

Current Condition Assessment: _____

% of Reinstatement to be Covered by City: _____

Total Fees Owning: _____

Signature: _____ Date _____
(City Engineer)

E. For Office Use Only

Application Approved By:		Approval Date:	
Permit Fee Paid:	Receipt Number:	Permit Expiry Date:	
Fee Submitted for Reinstatement:	Actual Cost for Reinstatement:	Amount of Refund/Additional Invoice:	Date Invoice/Refund Issued:
Date of Pre-Backfill Inspection:	Comments:		Signature of Inspector:
Date of Final Inspection:	Comments:		Signature of Inspector:
Additional Comments/Conditions:			