

1. If the road is restricted to traffic in any way, the applicant(s) is required to notify the following agencies 48 hours in advance and inform them as to the date of commencement, scope of work and completion of occupancy.

Fire Administration	905.683.3050 (Option 4)
Durham Regional Police	1.888.579.1520
Durham Region Transit (DRT Westney Division - Ajax/Pickering)	1.866.247.0055
Durham Student Transportation Services (DSTS)	1.800.240.6943
Ambulance Services CACC Oshawa	905.430.5542
City of Pickering (24 hour line)	905.683.7575
2. When applicable, the applicant(s) shall notify all Utilities and obtain any necessary utility service locates and/or approvals.
3. All work to be conducted in conformance to the conditions and requirements of the Ministry of Transportation, Ontario Traffic Manual Book 7 - Temporary Conditions, Ministry of Labour, *Ontario Health and Safety Act* and any other applicable legislative requirements.
4. All barricades, signs, signals and traffic control devices associated with the work shall be supplied, erected, and maintained by and at the expense of the applicant. Signs and devices to be used in conformity to the project traffic control plan and to the satisfaction of the City of Pickering.
5. Excavated material may not be piled in such a manner as to obstruct vehicular or pedestrian traffic. Pedestrian access to all properties shall be maintained at all times. Excavations left open at the end of the work day shall be suitably barricaded and marked to prevent an unsafe situation to adjacent property owners and the general public.
6. Clay in fluid state, frozen material, organic material, silt or mud or any material considered "too wet" to adequately compact shall be excluded from backfill. This may require that part or all of the excavated material be replaced by granular, sand or crushed stone backfill. All material excavated to a depth of 1.2 metres (4 feet) below the finished road surface shall be kept separate from any material below this depth. These two layers of material must be replaced in the trench in the same layers as they were found prior to excavation.
7. Backfill material shall be compacted in layers, the maximum thickness being 300mm (12 inches) for general backfill and 150mm (6 inches) for granular base course material. If undue settlement occurs within two years of placement, the applicant will be required, if so deemed and requested by the City, to repair the settlement at the applicant's expense.
8. In the travelled portion of the road, if the native backfill material exhibits conditions as noted under item 5 above and requires replacement, the trench walls must be excavated to a minimum of 2:1 (Horizontal:Vertical) slope to a maximum depth of 1.2 metres (4 feet) below the road surface. Likewise, the depths of existing granular base course materials shall be replaced in kind.

9. Under no condition shall any of the previously excavated material from the trenches be used as Class "A" or "B" granular base course material.
10. All sodded areas, ditches, culverts and driveway entrances shall be repaired or replaced promptly. All surplus material shall be removed, the area cleaned and returned to its original condition. A temporary asphalt patch with a minimum thickness of 50mm (2 inches) shall be placed in all areas where asphalt or surface treatment has been removed.
11. All underground utilities to be placed in conformity to municipal standards with specific regard for, and compliance with the following minimum depth of cover requirements:
 - Gas - 0.9m (3 feet)
 - Telephone, Television, Internet & Communication - 0.6m (2 feet)
 - Hydro - 0.6m (2 feet)
 - Storm Sewer - 1.8m (6 feet)Splice connection repairs are permitted at existing bury depths.
12. If the applicant should fail to meet the requirements and conditions of the Road Occupancy Permit, the City may take actions as deemed necessary to ensure the works comply with them, as well as to complete any outstanding required maintenance repairs and restoration works. All actions carried out by the City of Pickering to take corrective action will be at the applicant's expense and may include administrative fees associated with the work.
13. Where a time extension is required, the holder of this permit shall apply for such extension at least 24 hours in advance of the stated date of permit expiration. Time extensions must be authorized by the City before taking effect. Failure to comply will render this period void.
14. All road closings must be conspicuously posted a minimum of two working days in advance of the start of the closures, stating the date of closing, work scope, and duration.
15. If work site conditions interfere with normal sanitation collections, the applicant must notify the City and make alternative arrangements for garbage service at the applicant's expense.
16. The City may impose additional site specific terms and conditions beyond those noted, as follows:

The fee for a Road Occupancy Permit is calculated in accordance with the City's Fee Schedule By-law. We accept cash or cheque only. Please make cheques payable to the City of Pickering.

Personal information contained on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*. This information is collected to process your Application for a Road Occupancy Permit. Any questions related to the collection of this information should be directed to the City Clerk, One The Esplanade, Pickering, ON L1V 6K7, 905.420.4611.

Alternate formats available upon request at 905.683.7575.