



UTILITY EXCAVATION PERMIT APPLICATION

Please e-mail completed form to planning@olds.ca

Permit # _____ DP # _____ Roll # _____

Check One: Water, Wastewater, Storm Permit Shallow Utility Permit (gas, power, cable, fiber, phone etc.)

| | | | |
|---|----------------------------------|--|------------------------|
| Name of APPLICANT | | Tel/Cell | Fax |
| Address of APPLICANT | | | Postal Code |
| Name of OWNER (if different from Applicant) | | Tel/Cell | Fax |
| Name of CONTRACTOR | Contact Name for site (24 hours) | | Contact Tel (24 hours) |
| Location of Excavation | | Start Date | End Date |
| Description Of Project | | | |
| Estimated date for Re-Paving (within 30 days) | | <input type="checkbox"/> Site Sketch (must be submitted) | |

General Conditions – PLEASE READ

Locates must be obtained **PRIOR** to excavation:

ALBERTA ONE CALL - www.alberta1call.com or 1 (800) 242-3447

DigShaw - www.digshaw.ca or 1 (866) 344-7429

Copies of locate reports must be available on site during construction.

If your Utility Excavation Permit deals with a road closure call Intercon - 1 (866) 926-9150

The Applicant must notify Alberta Transportation at 403-340-5166 if excavating or working within a 2 block radius of either Highway 27 or Highway 2A.

A proper Site Plan must be submitted with all Utility Excavation Permit applications showing property lines, all relevant buildings/structures, street/alley structures, and any other relevant information. The scale of the drawing is to be noted.

The fee for a new connection to a municipal underground service trunk main (water, sanitary or storm) is **\$1,200 per service connection (non-refundable)**. A Development Security equal to the cost of the portion of construction that is on municipal lands is required and will be charged per Rates Bylaw 2008-03. The value of the Development Security required for a set of two service connections, based on current fair market values, is **\$1,500 for gravel surfaces, \$4,000 for gravel surface with sidewalk/curb and gutter, and \$15,000 for paved surface with sidewalk/curb and gutter, per trench**. If costs are greater, the Applicant will be billed for the actual amounts. **It is the Developer/Contractor's responsibility to return the surface excavated to its equivalent or better.** The Development Security will be held for a period of **2 (two) years from completion of construction**, after which time **Final Acceptance Certification** will be given, so as to allow time for settlements/issues to become apparent. After this time, as long as there have been no performance issues, the Development Security will be returned.

The Applicant shall contact the **Town of Olds Operational Services Department** at **403-507-4833** to arrange for an **inspection of the water and sewer connections PRIOR TO BACKFILLING**. Please be advised that the **Development Security will not be returned to the Developer if water and sewer connections are not inspected prior to backfilling**. Please note that **48 hours notice** must be given to the **Operational Services Department** prior to the desired inspection date. Inspections will be conducted between 7am - 3pm Monday to Friday only.

If **OLD SERVICES** are to be abandoned, they must be properly abandoned and inspected by a qualified member of the Town of Olds Utilities team. Please note that **48 hours notice** must be given to the Operational Services Department prior to the desired inspection date. **Call 403-507-4833 to arrange for an inspection**. Inspections will be conducted between 7am - 3pm Monday to

Friday only. Water Services 1/2" or smaller are to be properly abandoned and replaced with new service connection pipe installed to the main.

The Applicant shall contact the **Town of Olds Operational Services Department** at **403-507-4833** to arrange for a **SIDEWALK** inspection. Please note that **48 hours notice** must be given to the **Operational Services Department** prior to the inspection date desired. Inspections will be conducted between 7am - 3pm Monday to Friday only.

All excavations within paved roads will be **backfilled, compacted, and have a 3" concrete top (flush with pavement surface, if asphalt top cannot be applied immediately)** and placed in the presence and observation of **Town of Olds Operational Services staff**. **48 hours notice** is required to have inspector present. An inspection is required for any deposit to be returned. Inspections will be conducted between 7am - 3pm Monday to Friday only.

If the work is completed **WITHOUT AN INSPECTION FROM THE TOWN OF OLDS** the Contractor will be billed for the inspection at cost plus 50% for any work carried out by the Town of Olds or its agent to make any road, alley or sidewalk safe, or to permanently complete excavations.

The **APPLICANT** will ensure that the work site is maintained in a way that no harm may come to pedestrians or vehicles that may have to pass through or around the site, including barricades and lights if required. The Applicant agrees that the Town shall be **SAVE HARMLESS** from any injury/damages/losses that may occur due to neglect on the applicant's part. Traffic will not be delayed or detoured without authorization from the Town of Olds, Operational Services Department.

- The applicant shall provide **proof of insurance** identifying the Town of Olds as an additional named insured for those portions of construction on Town owned lands.

The Applicant must submit a time schedule from start to completion of the project for approval by the Town of Olds. The Applicant will be responsible for any work stoppages or deficiencies.

By signing this application the Applicant agrees to conform to the above General Conditions at all times while working within Olds town limits.

Print NAME of APPLICANT

Signature of APPLICANT

Date

PERMIT APPROVAL – OFFICE USE ONLY

| | |
|---|--|
| File reviewed by: _____ Operational Services Date: _____ | Fees Paid \$ _____ (Codes: Service Connection - Water 1-4100-411-00; Wastewater 1-4200-411-00; Security 4-0000-474-01) Receipt # _____ Date: _____ |
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Comments:

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Water & Sewer Inspection Report

(to be completed by Town of Olds)

Permit # _____

**Town of Olds Operations department requires 48 hours notice for inspections.
Inspections will be conducted between 7:00 am and 3:00 pm Monday to Friday only.**

| | | | |
|--|-----|-------|------|
| Municipal Address of PROPERTY | | | |
| Legal Description | Lot | Block | Plan |
| Name of OWNER | | | Tel |
| Name of CONTRACTOR/ INSTALLER | | | Tel |
| Water / Sewer Line Connection <input type="checkbox"/> Approved <input type="checkbox"/> Corrections Required: _____ | | | |
| Comments | | | |

Signature of Water & Sewer Inspector

Signature of Contractor / Installer

Date

Operations Inspection Report (to be completed by Town of Olds)

**Town of Olds Operations department requires 48 hours notice for inspections.
Inspections will be conducted between 7:00 am and 3:00 pm Monday to Friday only.**

There is a two-year compaction / settlement guarantee for all roads & sidewalks. If these settle within two years the Contractor / Installer will make necessary corrections at no cost to the Town of Olds.

| | |
|--|-----|
| Name of CONTRACTOR/ INSTALLER | Tel |
| Pavement <input type="checkbox"/> Approved <input type="checkbox"/> Corrections Required: _____ | |
| Sidewalks / Curbs <input type="checkbox"/> Approved <input type="checkbox"/> Corrections Required: _____ | |
| Comments | |

Signature of Operations Inspector

Signature of Contractor / Installer

Date

The personal information on this form is collected under the Freedom of Information and Protection of Privacy Act and will be used in order to process this form. Please forward questions or concerns to the FOIP Coordinator at 4512 46 Street, Olds, AB T4H 1R5. Phone 403-556-6981, Fax 403-556-6537, or email FOIP@olds.ca