

SITE SERVICING PERMIT - APPLICATION

APPLICATION FOR SITE SERVICING WORK (TO BE COMPLETED BY APPLICANT)

NOTE COMPLETE APPLICATION MUST BE SUBMITTED A MINIMUM OF SEVEN (7) BUSINESS DAYS PRIOR TO PROPOSED START DATE:			
Project Name:		Application Date:	
Applicant Name and Contact Name:		Applicant Contact Telephone:	
Contractor Name and Contact Name:		On-site Contractor Contact Telephone:	
Location of Work:		Reviewed/approved by Public Works: (name/date)	
Proposed Start Date:		Proposed Completion Date:	
Application is for work on the:	<input type="checkbox"/> Water service system <input type="checkbox"/> Storm sewer system <input type="checkbox"/> Sanitary sewer system	Estimated Depth of Construction: Water _____ meters Storm _____ meters Sanitary _____ meters	
The work is on a city street:	<input type="checkbox"/> Yes <input type="checkbox"/> No	An On-Street Construction Permit has been obtained:	<input type="checkbox"/> Yes <input type="checkbox"/> No
The work will involve disruption of regular water service:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, the contractor shall be responsible to provide notice to affected residents at least seven (7) business days in advance.	
The work will involve disruption of regular sewer service:	<input type="checkbox"/> Yes <input type="checkbox"/> No	If yes, the contractor shall be responsible to provide notice to affected residents at least seven (7) business days in advance.	

The Contractor is to prepare and submit the following documents with the SSP application:

A **work plan** detailing the procedures to complete each service connection (water, sanitary, and storm).

A **contingency plan** detailing the emergency response procedures for the water service connection.

The Contractor is responsible to field verify the location and depth of all existing utilities prior to commencing site servicing construction.

The Contractor is not authorized to operate water system boundary valves. Only Public Works staff is permitted to perform boundary valve operations. Please contact Engineering Services staff at **780-459-1654** to request a schedule for Public Works staff to operate boundary valves. A **minimum of three (3) business days notification** is required from the Contractor to Engineering Services in order to coordinate Public Works staff for boundary valve operations.

Fire Services shall be granted free and clear access to active fire hydrants at all times.

The Contractor shall follow City of St. Albert Municipal Engineering Standards in completing the site servicing work.

The Contractor to install & maintain erosion and sediment control measures to the satisfaction of the City Inspector.

The Contractor is responsible to repair all property damages (private or public) that occur as a result of construction. Repairs must be conducted in accordance with City of St. Albert Municipal Engineering Standards and completed to the satisfaction of the City Inspector.

The City of St. Albert Municipal Engineering Standards are available at:
<http://stalbert.ca/business/engineering/engineering-standards/>

Applied for by:

Signature (Contractor) _____ Date

Approved by:

Signature (Development Supervisor) _____ Date