



**Development Services Department**  
424 3<sup>rd</sup> Avenue West  
Prince Rupert, BC, V8J 1L7  
**Phone:** (250) 627 0950 **Fax:** (250) 627 0979  
**Email:** [customer.service@princerupert.ca](mailto:customer.service@princerupert.ca)

**APPLICATION FOR A STREET EXCAVATION AND  
CONSTRUCTION PERMIT**

Company Name: \_\_\_\_\_

Business Address: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Starting Date: \_\_\_\_\_ Completion Date: \_\_\_\_\_

Name of Street to be Excavated: \_\_\_\_\_

Street Numbers of Abutting Properties: \_\_\_\_\_

Size of Excavation: Width \_\_\_\_\_ Depth: \_\_\_\_\_ Length: \_\_\_\_\_

Distance of Excavation from Curb or Pavement Edge (feet): \_\_\_\_\_

Purpose of Excavation: \_\_\_\_\_

I (We) hereby agree to be bound by the provisions of the City of Prince Rupert Traffic Bylaw and amendments, if any, specifications and regulations of the City governing excavations in or under municipal streets and to such special conditions, restrictions, and regulations as may be imposed by the Director of Operations or designate. I (We) agree to provide the City of Prince Rupert full disclosure of all findings within the jurisdiction of this permit. I (We) agree that we will contact BC1 Call prior to excavation (1 800 474 6886 or cellular \*6886 – no airtime charge).

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date of Application

**OFFICE USE ONLY**

Payment Receipt # \_\_\_\_\_

Permit # \_\_\_\_\_

**COST \$10.00 PER APPLICATION**

Date Application Approved: \_\_\_\_\_

**Plans Approved by:** \_\_\_\_\_

Deposit and Refund Information:

Amount deposited: \_\_\_\_\_

Inspection Fee: \_\_\_\_\_

Receipt No.: \_\_\_\_\_

Amount Refunded: \_\_\_\_\_

Date of Refund: \_\_\_\_\_

Insurance Needed:            YES                            NO

Provide a copy of Liability Insurance (\$2,000,000 minimum), naming the City of Prince Rupert as co-insured.

If Yes, Date Received: \_\_\_\_\_

Asbuilts Needed:            YES                            NO

If Yes, Date Received: \_\_\_\_\_

Date of Completion: \_\_\_\_\_

Final Inspection and Acceptance: \_\_\_\_\_

Inspected by: \_\_\_\_\_

Permit Revoked:            YES                            NO

Reason Permit Revoked: \_\_\_\_\_

Revoked by: \_\_\_\_\_

The Applicant is hereby authorized to make an excavation in or under the above named street at the location designated: provided, however, all work is performed in accordance with the attached conditions and regulations, the Applicant's plans, the City's Bylaws, specifications, and regulations governing street excavations, and the following special conditions:

\_\_\_\_\_  
Operations Manager or Designate

\_\_\_\_\_  
Date