



# Road Usage Permit Application – Traffic Impedance

See Schedule "B" of KELOWNA TRAFFIC BY-LAW NO 8120

City Yards  
1495 Hardy Street  
Kelowna, BC V1Y 7W9  
Tel: 250-469-8600  
[ruppermits@kelowna.ca](mailto:ruppermits@kelowna.ca)

**PERMITS WILL BE PROCESSED WITHIN 5 BUSINESS DAYS. WORK CANNOT COMMENCE PRIOR TO APPROVAL**

**Contractor Name & Address:**

**Project Address:**

Title	Name	Office #	Cell #	24hr call #	Email
Prime Contractor					
On-site Supervisor					

- Prime Contractor is to immediately notify Civic Operations of ANY change in contact information or condition - [ruppermits@kelowna.ca](mailto:ruppermits@kelowna.ca)

**Detailed Description of Work and location**

**Permit Date/Time Requested**

<b>Start Date</b> (M / D / Y)	_____	<b>End Date</b>	_____	<b>Start Time:</b> 00:00-24:00	<b>End Time:</b>	
	m d y		m d y			

- **No traffic disruption** can take place on Arterial or Collector roads prior to 9am and between 3:30pm to 5pm weekdays without prior approval.
- **Road closures** require a minimum of 3 working days notice prior to closure, by way of hand delivered written notification, to impacted residents and businesses, signs erected at approved locations. Digital message boards required at the Traffic Programmer discretion.

**Traffic Impedance Information**

**Select all that Apply "X"**

Direction(s) and Road Name	Lane(s) Impeded		Condition(s)
Northbound	Shoulder/Sidewalk/Blvd	<input type="checkbox"/>	Road Closure - Local Traffic
Southbound	Curb Lane	<input type="checkbox"/>	Road Closure - No Traffic
East bound	Median Lane	<input type="checkbox"/>	Single Lane - Alternating Traffic
Westbound	Median	<input type="checkbox"/>	Lane Closure (Multi Lane Roadway)
	Intersection	<input type="checkbox"/>	Traffic Control Person(s)
	Rear Lane (Alley)	<input type="checkbox"/>	Detour

- **Locates are required, prior to excavating**, under the terms of the Road Usage Permit and WorkSafe BC, Occupational Health and Safety Regulations; Failure to do so will invalidate the Road Usage Permit.
- **Parks notification and city tree protection is required prior to excavation.** 250-469-8503 – [urbanforestry@kelowna.ca](mailto:urbanforestry@kelowna.ca)
- **A traffic management plan (TMP) is required for ALL work on an Arterial, Collector Road right of ways and at intersections and is also required for local roads for a permit duration of 5 days or greater.**
- **Utility witnessing and a 3<sup>rd</sup> party work order is required for any City of Kelowna utility tie ins.** 250-469-8600 - [utilityserviceperson@kelowna.ca](mailto:utilityserviceperson@kelowna.ca)
- I(we) hereby acknowledge I have read and understood the City of Kelowna Traffic and Subdivision Bylaws and agree to be bound by its provisions and amendments, if any, specifications, and regulations to the City governing excavations in or under municipal streets and to such special conditions, restrictions and regulations as may be imposed by the City Engineer.

Date of Application: \_\_\_\_\_ (Prime Contractor Signing Authority) Signature of Applicant: \_\_\_\_\_

M      D      Y As signing authority for the prime Contractor, by clicking this box I agree to the terms and conditions of this application: