

3. SUBMISSION REQUIREMENTS

✓ **IS YOUR APPLICATION COMPLETE?** Make sure you've included the required plans and studies listed below. Electronic submission of plans and studies is preferred.

APPLICATION FEE

- Application Fee

REQUIRED PLANS AND STUDIES

- Traffic control plan
- Engineering drawings or site plan showing the details and the location of the proposed works.
- If further plans are required, these will be identified by the Department of Public Works and Engineering.

4. DESCRIPTION OF PROPOSAL

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Estimated Construction Start Date: _____

Estimated Construction End Date: _____

Description of work:

Expected traffic disturbances:

5. AUTHORIZATION OF LESSEE/OWNER FOR AGENT TO MAKE APPLICATION

If the application is to be signed by an agent on behalf of the lessee/owner, the following authorization must be completed or the lessee/owner must submit a letter of authorization.

I, _____, am the lessee/owner of the land that is subject of this application and I authorize _____ to make this application on my behalf.

Date

Signature of lessee/owner

6. PERMIT APPROVAL *All permits must be approved by the Director of Public Works & Engineering (or delegate)*

TO BE SIGNED BY DIRECTOR OF PUBLIC WORKS AND ENGINEERING (OR DELEGATE)

Date

Director of Public Works and Engineering (or delegate)
City of Iqaluit

ROAD CLOSURE PERMIT TRAFFIC CONTROL REQUIREMENTS

The Applicant shall develop a site-specific Traffic Control Plan (TCP) as per the site conditions and submit to the City with their Road Closure Permit application for review. Site-specific TCP must include the following details as a minimum:

- Identification of Site Supervisor/ Superintendent responsible for overseeing the execution of traffic control measures and the work, along with contact information.
- Schedule timeline outlining key activities related to the initiation of traffic control measures such as installation of signs and devices, road/ lane closure, road/ lane opening, removal of signs and devices. Durations must be provided for all activities.
- Brief description of the methodology and measures that will be applied to ensure safeguard of pedestrian and vehicular traffic. This includes but is not limited to, signs, safety devices (i.e. warning lights, barricades, fences, etc.), flagperson, consideration for fire access, access/ egress of residents and business affected by proposed road/ lane closure, etc.
- Should pedestrian sidewalk be affected as well by the proposed road/ lane closure, provide details for a proposed pedestrian control plan – i.e. how will pedestrian traffic be managed?
- Site plan/ map clearly illustrating where the road/ lane will be closed, location of signs and safety devices, proposed detours.

Applicant shall ensure:

- All standard traffic control procedures in accordance with the requirements of the Safety Act and Occupational Health and Safety Regulations.
- Relevant City of Iqaluit By-Laws with respect to road obstructions and occupancy are adhered to.
- Lanes or roads are not closed without approval of their Road Closure permit application. Once the permit has been issued, Applicant must have all necessary signs and devices installed prior to re-routing traffic.
- All travelled ways are maintained, free of snow, graded, free of pot-holes and of sufficient width for required number of lanes of traffic.
- Road access and egress to properties fronting along affected area and in other areas as indicated, are properly maintained.
- Access for fire and emergency services is provided to all properties fronting along affected area.
- Provide and maintain signs, flashing warning lights and other devices required to indicate construction activities or other temporary and unusual conditions resulting from the work which requires road user response.

- Supply and erect signs, delineators, barricades (concrete jersey barriers) and miscellaneous warning devices as required by the City of Iqaluit.
- Place signs and other devices in locations approved by City Representative.
- Suitable detour routes have been identified
- Traffic control devices are continually maintained in use by:
 - Checking signs daily for legibility, damage, suitability and location. Clean, repair or replace to ensure clarity and reflectance.
 - Removing or covering signs which do not apply to conditions existing from day to day.
- Competent flag persons are utilized, and properly equipped, where necessary.
- Where roadway, carrying two-way traffic, is restricted to one lane, for 24 hours each day, provide portable traffic signal system. Adjust, as necessary, and regularly maintain system during period of restriction. Signal system to meet requirements of Part IV of Manual of Uniform Traffic Control Devices for Streets and Highways.