

Traffic Accommodation Plan

Prior to any work being done within a municipal right-of-way, the Owner must obtain approvals from the Municipality in accordance with the requirements for a Utility Installation and Street Occupation Permit. For more details visit the RMWB website.

Traffic Disruption: All construction related operations on or near a public roadway shall be conducted to cause the least interruption to traffic.

Detours: Public safety is of the utmost importance and an acceptable Traffic Accommodation Plan must include provisions outlining safe vehicular passage and pedestrian movement.

Signage: The Owner must provide, erect, and maintain all signs, barricades, etc. to the satisfaction of the Municipality.

STEP 1

SUBMIT AN APPLICATION

- Apply online on the RMWB website through E-permitting portal
 - Create an account or sign in at <https://acaprod.rmwb.ca/citizenaccessprod/Default.aspx>
- Apply in person at 9909 Franklin Avenue, Fort McMurray, AB T9H 2K4.
 - You can contact by phone at 780-743-7000 or by email at permit.inquiries@rmwb.ca
 - After hours: contact the Pulse at 780-743-7000 or toll-free at 1-800-973-9663
 - Conversely download permit application forms under Engineering and Infrastructure Development at <https://www.rmwb.ca/en/permits-and-development/applications-licences-and-permits.aspx>
- Fill out all the applicable information and payment is due and payable at the time of application
 - Attach all required documentation
 - Have a map showing the location of work, approved project drawings, specifications and if requires a Traffic Accommodation Plan following the RMWB's Procedure Manual for Installation of Utilities, Traffic Control & Utilities Manual or designed by a trained individual.

STEP 2

REVIEW

- The Traffic Accommodation permit is reviewed internally within 5 working days.
- All information and attachments provided by the applicant will be carefully reviewed for compliance.
- The applicant will be contacted if additional information is required.

STEP 3

DECISION

- **APPROVED**
 - The applicant will receive an auto generated email, confirming permit has been approved. To access the permit, login to download the permit.
- **NOT APPROVED**
 - The applicant will receive an auto generated email or phone call with recommendations/comments.
 - If the applicant addresses recommendations/comments, so back to review stage.

STEP 4

CARRY OUT WORK

- Applicant is approved to carry out work as per the endorsed permit.
- When works is complete, an engineering technician may conduct a site inspection during or when work is done for compliance.

STEP 5

PERMIT EXTENSION (OPTIONAL)

- Permit extension can be requested by email to Engineering.Requests@rmwb.ca
- Sign in, upload supporting documents and contact us by email to schedule proposed extension date

Traffic Accommodation Plan

Check the corresponding permit number to which this Traffic Accommodation Plan (TAP) is linked to:

- | | |
|--|--|
| ☐ Demolition Development Permit # _____ | ☐ Clearing and Grading Permit # _____ |
| ☐ Special Event Permit # _____ | ☐ Utility Installation/Street Occupation Permit # _____ |
| ☐ Service Connection Permit # _____ | ☐ Utility Line Assignment Permit # _____ |
| ☐ Boulevard Crossing Permit # _____ | ☐ Development Permit # _____ |

Applicant: _____ **Development Owner:** _____

City: _____ Prov: _____ Postal Code: _____ Phone: _____

Alt Phone: _____ Email Address: _____

Contractor: _____ **RMWB Project Manager:** _____

Address: _____ City: _____ Postal Code: _____ Phone: _____

Email Address: _____ Alt. Phone: _____

Detailed description of work:

Attach all corresponding documents.

Street Address: _____ Unit #: _____ Lot: _____ Block: _____ Plan: _____

☐ Roadway ☐ Boulevard/Parkland ☐ Median ☐ Sidewalk/Walkway ☐ Curb & Gutter ☐ Trees & Shrubs

☐ Other: _____

Date of Commencement (M/D/Y): _____

Require Road/Sidewalk Closure: ☐ Yes ☐ No

Date of Completion (M/D/Y): _____

If yes, will it be: ☐ Full ☐ Partial

Starting Location: _____

End Location: _____

Reviewed By: _____
(Roads Maintenance Branch PW)

Date: _____

Reviewed By: _____
(Engineer/Technician)

Date: _____

Approved By: _____
(Manager, Development | Engineering)

Date Approved: _____

Comments: