



THE CORPORATION OF THE CITY OF COURTENAY

Oversize Load Permit Application

All submissions Must be Provided a Minimum of 10 Working Day in Advance

Applicant Checklist

For the attached Oversize Load Permit Application the following information is required:

- Application Fee (\$50)
- Oversize Load Permit Application completed and signed
- Map of Proposed Route and/or Road Closures
- Insurance in the amount of \$2,000,000 that lists the City of Courtenay as an additional insured and includes a 30 day written Notice of Cancellation clause
- City of Courtenay or Inter-Community Business License
- Traffic Control Plan (pilot cars, clearance lights, flags, etc.)
- Signage Approval request to post temporary traffic control signage (letter format identifying locations)

Incomplete Applications will be returned to the Applicant



Oversize Load Permit Application

Please return to Public Works Services located at 1000 Piercy Avenue, or by email to publicworks@courtenay.ca

Applicant Information

Company:

Contact Person:

Mailing Address:

Phone No:

Fax No:

Email:

Load Details

Vehicle Description:

Object(s) being Moved:

Dimensions of Load:

L

W

H

Date(s):

Times:

Check all that Apply:

Over 2.6m wide

Over 4.15m high

Single Vehicle Over 12.5m long

Combination of
Vehicles

Over 20m – 1
articulation point

Over 23m long – 2 or more articulation
points

Describe Proposed Route (please attach copy of map) **** Required**

Ministry Approval Required? Yes No If Yes, contact MOTI to complete their approval process for Ministry Roads. MOTI approval is required where the proposed route includes Ministry roads. Please refer to the Oversize Load Permit Application map to verify road jurisdiction.

Safety Requirements

Beacons

Signs Front

Signs Rear

Clearance Lights

Pilot Cars

Flags

IF GRANTED THIS PERMIT, I (WE), AGREE TO THE REGULATIONS AND CONDITIONS WHICH GOVERN THE GRANTING OF THIS PERMIT AND HEREBY UNDERTAKE TO COMPLY WITH THEM IN EVERY RESPECT

Applicant Signature

Date