

PUBLIC WORKS PERMITS

WHEN A PUBLIC WORKS PERMIT REQUIRES PROOF OF LIABILITY INSURANCE:

SPECIAL USE PERMITS:

Activity	Required	Yes/No
Bench or table rentals, or any		
Chair/seating placement on City Property	No	City recommends they get
Driving on parkland to set up weddings	No	City recommends they get
Bouncy castles placed on City property	Yes	
Driving on park/trail with RV/bobcats, etc. to		
Access private property	No	City recommends they get
Placing a moving pod/garbage dumpster		
On road/sidewalk	No	City recommends they get
Bottle drive meeting up in a parking		
Lot of a City building	No	City recommends they get

ALTERATIONS TO PUBLIC PROPERTY

Widening driveways, adding/increasing access points yes

TRAFFIC DISRUPTIONS

Any partial or complete temporary road closures yes

If it is determined that a Special Use, Alterations or Traffic Disruption permit requires insurance, the following guidelines are to be passed onto permit applicant:

SPECIAL USE PERMITS



Your Special Use Permit requires that you provide a certificate of insurance to the City of Fort Saskatchewan before your permit can be processed. Failure to provide such proof of insurance will nullify the permit. The certificate of insurance must include:

- a) Commercial General Liability or Special Event Liability, in a form acceptable to the City of Fort Saskatchewan, with a minimum of Two Million Dollars (\$2,000,000) limit per occurrence;
- b) Cross Liability endorsement such that each Insured(s) is protected as if separate policies had been issued to each;
- c) Liability insurance must not contain a “Participant’s” exclusion;
- d) The **City of Fort Saskatchewan** must be included as an Additional Insured with respect to liability arising out of the operations of the Insured;
- e) This insurance policy may be not cancelled without the insurer providing no less than thirty (30) days written notice of such cancellation to the City
- f) The City may require copies of each such insurance policy and/or additional insurance and/or increased coverages if warranted by the circumstances.

Please ensure that you have provided the proper documents in order for us to issue the “Special Use of Public Property” Permit