## The Corporation of the Township of Assiginack

Schedule "B"				
4	Application for an Entrance Permit	PERMIT NUMBER		
Owner Information:		E		
Name of Owner				
Mailing Address				
Contact Information	Phone: Email:			
Owner Description	[] Person(s) [] Company [] Estate	[] Other:		
Detailed description of the Lot and Work:				
Legal Address of Lot	Address: Lot & Cons Nu	amber: Plan Number:		
Roll Number	5111 – 000 – 0	00		
Dimensions of Land:	Frontage: Depth:			
	Area: Zoning:			
Access requested to front on the following road:	Street Name:			
Is there a current and separate access point?	Please describe:			
Is subdivision assumed?	[] Yes [] No (For clarification conta at 705-282-2237)			
Proposed work to include the following:  (Please check all that will apply.)	[] Installation of a new driveway culvert [] Extension of existing driveway culvert [] Widening of existing driveway [] Widening of existing curb depression [] Additional parking for Accessory Dwelling Unit [] Paving of boulevard apron [] Landscaping / Gardens [] Storage of construction material, equipment and or bins on roadway [] Short Term 1 to 2 days, [] Longer Term 3+ days [] Work in conjunction with another permit:			
Proposed Dates: (Not to exceed 30 days)	Start: End:			
Applicant / Agent A	Authorization			
Name of Applicant/Agent				
Mailing Address				
Contact Information	Phone: Email:			
	[] Person(s) [] Company [] Other:			

## I/we \_\_ authorize \_\_

Name(s) of the property owner Name of person authorized as the agent To act as my agent and sign the application form to the Township of Assiginack on my behalf, in the respect to the property and work described in this application. I/we further acknowledge that I/we have read the information provided in this application and certify it to be accurate and

correct to the best of my/our knowledge.

Signature(s) of property owner Date

## **Entrance Permit Application: Contractor Information**

Name of Company				
Company Address				
Site Contact Information	Phone:	e: Email:		
Insurance Information	Company:	Policy Nu	mber:	Contact:
WSIB Information	Clearance Certificate	Number:	Expiry D	ate: (MM/DD/YY)

Proposed Site Plan of Property	
Proposed Site Plan of Property  The site plan shall be attached and showing the following:  Property dimensions  Position of the new or proposed driveway, fixtures on site including setbacks from all lot boundaries, roadways and waterbody courses as set out in the Township of Assiginack Zoning By-law.  Location of utilities  Location of well  Parking spaces	

Submission Requirements		
The application process requires the following to be attached to this application,	OFFICE	
accurate and completed:	<u>USE</u>	
□ Payment of Administration Fees \$100:		
•		
☐ Bin, Material or Construction Equipment on the roadway		
☐ Fee for New Driveway Entrance or Widen Existing Driveway		
☐ Copy of the Legal Plan for the Property;		
□ Dated photograph of the front elevation of the home including public property		
(Must show any hydrants, trees, shrubs, utility boxes, etc); Detailed Site		
Plan showing existing and proposed features and be complete with dimensions		
in the previous section of this form;		
☐ A valid Certificate of Insurance (COI), naming the Township of Assiginack as		
the certificate holder;		
□ Valid WSIB Certificate;		
☐ Traffic Control Plan (if required).		
Confirmation of receipt by Administrative Staff: Date:		
*Does not confirm information contained is verified, accurate and complete		

## **Terms and Condition of Approval**

- 1) Open cutting of roadways, sidewalks, boulevards, or residential driveways is not permitted except in strict accordance with the provisions of this permit.
- 2) The Applicant is responsible for the entire work site including restoration thereof, and any costs incurred or associated with this permit. Any future repairs required to be completed by the Township due to settlement will be at the expense of the applicant.
- 3) The Applicant is responsible for any damage caused to the roadway, curb, boulevard, paved driveway apron, sidewalk, boulevard tree, or other appurtenances located on or within the Municipal property. Any repairs required as a result of damage to the Municipal property from the work will be completed by the Township at the full expense of the Applicant.
- 4) Restoration of the work area shall be to a condition that meets or exceeds the preconstruction site conditions. Grass areas shall be sodded, watered and maintained until adequate root growth is established. Applicant is to provide dated pictures when the worksite is restored to the standards herein.
- 5) The Applicant/contractor shall ensure that all necessary traffic control measures are provided in accordance with MTO Book 7 requirements. Disruption of traffic flow shall be minimized where possible.
- 6) Any materials, vehicles and or equipment stored on the boulevard or roadway shall be adequately delineated using traffic cones or barrels and shall not impede the flow of vehicular or pedestrian traffic in any way.
- 7) All work being undertaken within a Capital Construction area shall be co-ordinated with the Town's Public Works Superintendent 705-859-3780.

"All personal information on this form is collected pursuant to the Municipal Freedom of Information and Protection of Privacy Act and Municipal Act, 2001. The information will be used for the purposes of the Township. Any questions my be forwarded to the Township Office, 156 Arthur Street, Box 238, Manitowaning, ON P0P1N0. Telephone 705-859-3196 or Fax 705-859-3010"

I / we, the undersigned, understand that under the provision of this Application for Entrance Permit, the owner, operator or agent who has obtained a permit is responsible for any and all damages that may be caused to the highway, encroachments or right of way resulting from the work associated with this permit, or by reason of the driving, operation or moving of heavy vehicle, load, object or structure.

I / we, the undersigned, hereby agree to the conditions set forth on the Entrance Permit Application and agree to assume all costs for works, damages or repairs incurred as a result of

enacting work under this application. Where the work may be in compliance or non-compliance of the Entrance Permit By-law.

As of the date of this application for an Entrance Permit, I have examined the contents of this application, and I certify the correctness of the information submitted in with the application insofar as I have knowledge of these facts, and I concur with the submission of this application to the Township of Assiginack.

I acknowledge and accept the responsibilities imposed by this By-law in relation to the operation

of a commercial motor vehicle under the author application.	ity of the permit(s) issued pursuant to the	
Applicant/Agent Signature	Date	
Applicant/Agent Printed		
FOR OFFICE USE ONLY		
ZONING COMPLIANCE	TRANSPORTATION COMPLIANCE	
☐ Application Complete	☐ Application Complete	
Date;	Date;	
☐ Received By:	☐ Received By:	
	TRANSPORTATION REVIEW	
ZONING REVIEW RESULTS	RESULTS	
☐ Approved	☐ Approved	
□ Not Approved	□ Not Approved	
Reviewed By: Date:	Reviewed By:	
Date	Date:	
APPLICATION APPROVAL		
	detailed above is hereby approved, subject to shall be in strict accordance with this approval.	
APPLICATION COMPLIANCE AND	COMPLETION	
Non-Compliant Issues noted: [] Not		
<ul> <li>□ Detailed Non-compliance Notice Issued – Dated:</li> <li>□ Detailed Non-compliance Notice Issued – Dated:</li> <li>□ Detailed Non-compliance Notice Issued – Dated:</li> <li>□ Done Detailed Non-compliance Notice Issued – Dated:</li> </ul>		
Completion:		
This Application for an Entrance Perminspected and accepted as in compliar	it, as detailed above, is hereby completed, nce with this application.	
Public Works Superintendent, or desig	nate Date	