



Municipality of Trent Lakes
 760 County Road #36,
 Trent Lakes, ON
 KOM 1A0
 Tel: (705) 738-3800
 Fax: (705) 738-3801

Application for Entrance Permit

It is understood that all works will be constructed, altered, maintained, or operated at the expense of the undersigned.

It is understood that work must not begin before a permit has been issued by the municipality.

The issuance of a permit by the Municipality does not relieve the holder of the responsibility of complying with relevant Municipal By-Laws. In consideration of any, permit issued in respect to this application, we, the applicants for ourselves, our heirs, executors, administrators, successors, and assigns, hereby agree to observe, keep and perform and be subject to the regulations and conditions of the said permit and to indemnify and save harmless the Municipality from and against all loss, cost, changes, damages, whatsoever to which may be put or which the Municipality may suffer or sustain or for which the Municipality may be liable by reason of anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized.

Date: _____ **Signature:** _____

Please mark the proposed entrance clearly with stakes for inspection purposes

To Be Filled Out By Applicant (Please Print)

Name: _____

Address: _____

Roll No.: 1542- _____

Postal Code: _____

Phone: _____

Application is hereby made to: (check one or more of the following to indicate proposed work)

- | | |
|--|---|
| <input type="checkbox"/> Construct an unpaved entrance

<input type="checkbox"/> Construct a paved entrance

<input type="checkbox"/> Construct curbs, gutters or other Permanent works related to an entrance

<input type="checkbox"/> Pave an existing entrance

<input type="checkbox"/> Add curbs, gutters or other Permanent works to an existing entrance

<input type="checkbox"/> Change the design of an existing entrance | <input type="checkbox"/> Change the location of an existing entrance

<input type="checkbox"/> Use an existing entrance for other than its original, present or normal use (<i>change of classification from residential to commercial etc.</i>)

<input type="checkbox"/> Construct a temporary entrance or use any part of the right-of-way of a Municipal Road as a means of temporary access to and from a property |
|--|---|

Description and Location of Property:

Name of Property Owner: _____

Road Name: _____

Lot No. _____ **Conc. or Plan No.** _____

Classification, Use, Purpose and Detail of Entrance:

Access required for:

- Commercial
 Residential
 Field/Bush
 Public Street

Number of Entrances: _____

Material Proposed for Use: _____

Amount Received: \$ _____

Please draw a sketch of location of proposed entrance. Show entrance in proximity to existing buildings, driveways, roads, etc. North arrow should be shown. Use dark ink.

An application for an entrance permit **must be** accompanied with an application fee of **\$100.00** (*includes processing, initial approval and final inspection*) **plus** a deposit fee of **\$750.00** (*refundable after final inspection is approved*). If a re-inspection is required, there is a fee of \$100 per visit (*failure to comply with approval or final inspection*).

The deposit fee will be refunded after the entrance has been installed as follows:

1. The culvert, if required, is set to the approved ditch grade.
2. Granular backfill is placed around the culvert and used to shape the entranceway.
3. Granular "A" type gravel to be used to top driveway.
4. The culvert size and entranceway width are as specified in the permit.
5. The roadside is left in a neat and tidy condition. Slopes must be neatly trimmed with topsoil and not steeper than 2:1. Culvert ends must be clean.
6. An entrance installed on a temporary permit is removed.
7. Only new C.S.P. will be accepted.
8. Entrance must be completed within two (2) years from the date of application, **or deposit funds will be forfeited.**

Signature of Applicant

Date

For Public Works Department Use Only:

Length of Pipe/Culvert: _____

Size of Pipe: _____

Width of Entrance: _____

Gauge or Thickness: _____

Approximate distance approaching traffic is visible from the point of entrance to the Municipal Road

From the right: _____

From the left: _____

Approved

Not Approved

Date: _____

Signature of Public Works Employee