



ENTRANCE PERMIT APPLICATION FORM

Town Use Only

PERMIT NUMBER:

☐ **SAP**

2017 Fee: \$200.00 (Cash, cheque, debit) As per By-Law NO.2017-0025 (AD-5), Fees and Charges.

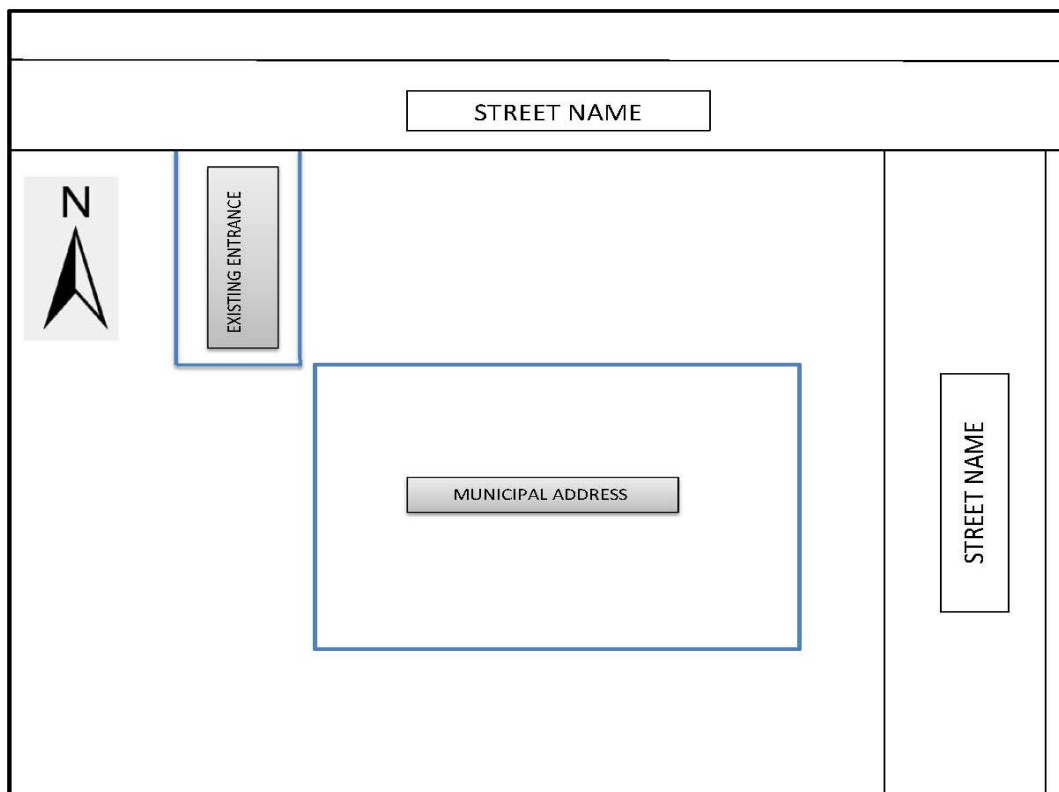
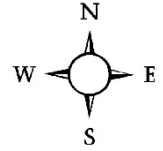
**** Please note: Road Occupancy Permit (ROP) is required by the contractor (4) weeks prior to installation**

NOT APPLICABLE FOR PRIVATE/UNASSUMED/REGIONAL ROADS

| | |
|--|-------------------------|
| Application Date: | Roll Number: |
| PROPERTY OWNER INFORMATION | CONTRACTOR/AGENT |
| Applicant Name/Contractor: | Property Owner Name: |
| Mailing Address: | Mailing Address: |
| Email: | Email: |
| Phone: | Phone: |
| Cell: | Cell: |
| PERMIT INFORMATION | |
| Application is for a: <input type="checkbox"/> RESIDENTIAL ENTRANCE <input type="checkbox"/> COMMERCIAL ENTRANCE | |
| <input type="checkbox"/> Construct a Paved Entrance <input type="checkbox"/> Widening Existing Entrance <input type="checkbox"/> Change the Design of Existing Entrance <input type="checkbox"/> Relocate Existing Entrance <input type="checkbox"/> Utilizing an Existing Entrance <input type="checkbox"/> Construct a Temporary Entrance <input type="checkbox"/> Construct an Unpaved Entrance (Expires: _____) | |
| LOCATION/ACTIVITY INFORMATION | |
| LOCATION OF PROPERTY | |
| Municipal Address: _____ Lot: _____ Plan: _____ Pt _____ Concession: _____ Lot: _____ | |
| ADDITIONAL COMMENTS: | |

DRAWING/SKETCH (INCLUDING ANY MEASUREMENTS)

PLEASE INCLUDE A DRAWING INDICATING PROPERTY LOCATION AND WHERE PROPOSED ENTRANCE IS TO BE LOCATED (DRAWING REQUIREMENTS EXAMPLE ATTACHED). **MARK PROPOSED LOCATION ON SITE WITH STAKES FOR INITIAL INSPECTION.**



ATTACHMENTS

Information Package

Site Drawings (Optional Printed)

It is understood that all works will be constructed, widened, altered, relocated, maintained or operated at the expense of the undersigned, and that work ***must not*** begin before a permit has been issued by the Town and a Road Occupancy Permit (ROP) obtained by the contractor. The issue of a permit by the Town 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, I/we the Applicant/s for ourselves our heirs, executors, administrators, successors and assigns hereby agree to conserve, keep and perform and be subject to the regulations and conditions of the said permit and to indemnify and save harmless, the Town of Georgina against all loss, cost, charges, damages, expenses, claims, and demands whatsoever to which the Town of Georgina may suffer or sustain or for which the Town of Georgina may be liable by reason of anything done in the construction, maintenance, alteration or operation of the works authorized.

DECLARATION: This approval is issued under the authority of the Town of Georgina *By-law 2004-0078 (PWO-2), 2017-0024 (PWO-2)* and the regulations pursuant thereto and is subject to the attached conditions.

PHOTOS OF EACH STEP OF THE INSTALLATION OF THE CULVERT (BASE, BACKFILL TO THE TOP OF CULVERT AND FINAL GRAVEL) ARE REQUIRED TO BE SUBMITTED TO THE TOWN PRIOR TO FINAL INSPECTION. IT IS YOUR RESPONSIBILITY TO CONTACT THE TOWN FOR A FINAL INSPECTION. ENTRANCES MUST BE A MINIMUM OF (3) FEET AWAY FROM PROPERTY LINE.

PLEASE ALLOW APPROXIMATELY 8-10 BUSINESS DAYS FOR PERMIT APPROVAL

| | |
|-------------------------|-------|
| Signature of Applicant: | Date: |
|-------------------------|-------|

| | |
|------------------------------|-------|
| Signature of Property Owner: | Date: |
|------------------------------|-------|

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|------------------------|---------------|
| Customer Service Rep.: | Date Entered: |
|------------------------|---------------|

| | |
|---------------------------------|-------|
| Receipt Number (copy attached): | Date: |
|---------------------------------|-------|

TOWN OF GEORGINA – ENTRANCE PERMIT CONDITIONS (Completed by the Town)

| | | |
|-----------------------------------|--|--------------|
| Roads Division: | | Date: |
| Water/Wastewater Division: | | Date: |
| Comments: | | |

CULVERT REQUIREMENTS – MUST BE HDPE (See Spec Sheet in Information Package)

| DIAMETER | LENGTH | GAUGE |
|----------|--------|-------|
| | | |