



Roll No. _____	Permit # _____
Fee: _____	Rec.# _____
Deposit: _____	Rec.# _____

TOWNSHIP OF ESSA ENTRANCE APPLICATION

APPLICATION IS HEREBY MADE TO: (CHECK TO INDICATE PROPOSED WORK)

- | | |
|---|--|
| <input type="checkbox"/> Construct an UNPAVED entrance | <input type="checkbox"/> Change the DESIGN of an existing entrance |
| <input type="checkbox"/> Construct a PAVED entrance | <input type="checkbox"/> Change the LOCATION of an existing entrance |
| <input type="checkbox"/> PAVE an existing entrance | <input type="checkbox"/> RECLASSIFY an existing entrance |
| <input type="checkbox"/> Construct a TEMPORARY entrance | <input type="checkbox"/> Construct CURBS, GUTTERS, etc. |

PROPERTY OWNER: _____

Mailing Address: _____

Street Address City/Town Postal Code

Telephone: H: _____ B: _____ C: _____

Email: _____

AGENT/BUILDER: _____

Mailing Address: _____

Street Address City/Town Postal Code

Telephone: B: _____ C: _____

Email: _____

LOCATION OF PROPOSED ENTRANCE: (Attach map showing property and proposed entrance location)

Street Address: _____	Lot No.: _____
Concession/Plan No.: _____	Part/R-Plan No. _____
Location direction: (i.e. North side of 25 th Sdrd., 1/2 km east of 10 th Line)	

PURPOSE AND DIMENSIONS:

Access required for: (i.e. Home, Business, Barn, Field Entrance) _____
Proposed Width: _____ m/ft. Proposed Material: _____
Proposed Culvert Length: _____ mm/in. Proposed Culvert Diameter: _____ mm/in.

SIGHT DISTANCE: (Approximate distance approaching traffic is visible from the point of entrance to Township Road)

From the right: _____ m/ft.	From the left: _____ m/ft.
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INDICATE WHICH (IF ANY) OF THE FOLLOWING WILL BE AFFECTED:

Road Drainage _____ Trees/Shrubs _____ Signs _____ Guiderails _____

APPLICANT/OWNER:

It is understood that all works will be constructed, altered, maintained or operated at the expense of the undersigned. That work must not begin before a permit has been issued by the Township. In any event, once the permit is issued, the works must start within SIX MONTHS of the date of issue or the permit is VOID.

The issue of a permit by the Township does not relieve the holder of the responsibility of complying with relevant Municipal By-laws and/or N.V.C.A. requirements. In consideration of any permit issued in respect to this application, we, the applicants for ourselves, our heirs, executors, 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 Township of Essa represented by the Manager of Public Works or his/her designate from and against all loss, cost, charges, damages, claims and demands whatsoever to which it may be put or which the Township suffer or sustain or for which the Township may be liable by reason of anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized.

This permit is issued under the authority vested in the Manager of Public Works (or his/her designate) by Township of Essa By-law 94-29 and the regulations pursuant thereto and is subject to the location and typical construction details shown in the Township of Essa Design Standards attached as Appendix "A" hereto and form part of this Permit. **Prior to the issuance of a Building Permit, the entrance must be installed, inspected and accepted by the Public Works Department. Alternatively, the Public Works Department may accept a deposit to cover the cost of the works in order that a Building Permit can be obtained.**

DATED this _____ day of _____, 20_____ .

Owner/Applicant/Authorized Signature

ROAD AUTHORITY INSTRUCTIONS/RECOMMENDATIONS

Culvert Diameter: _____ Culvert Length: _____ Deposit Required: \$ _____

INSPECTION COMMENTS/CONSTRUCTION PARTICULARS:

Engineering/Development Review Technician

Manager of Public Works

UPON COMPLETION OF INSTALLATION CONTACT THE PUBLIC WORKS DEPARTMENT AT 705-424-9917 ext. 130 TO ARRANGE FOR FINAL INSPECTION

Final Inspection completed: Date: _____ By: (Initials) _____