



‘APPLICATION FOR ENTRANCE PERMIT’

PUBLIC WORKS AREA (Check One): North Central South

PERMIT APPROVAL # _____

PLEASE PRINT:

1. **Name of Owner:** _____ **Phone #** _____

Address: _____

Agent: _____

2. **Location of Land:**

Street Address (911 #) _____

Legal Description: Lot _____ **Concession** _____ **Reg. Plan** _____

3. **Total existing frontage along the City Road** _____

4. **Classification of entrance requested (Check one)**

Residential Commercial Agricultural

5. **How many entrances presently exist from the City Road** _____

6. **Fronting on City Road Name (#)** _____

7. **Severance Application (Check One)**

Submitted To be Submitted None

8. **Reason for requesting entrance** _____

9. **Name of Contractor installing new entrance** _____

10. **Complete Site Sketch** – Draw location of proposed entrance relative to a defined point, such as a measurement from a lot line, creek, road, line fence, etc. Proposed location to be marked in the field with a wood stake and white flag. **Show North**

Applicant's Signature

Date

OFFICE USE ONLY

BUILDING DEPARTMENT COMMENTS

Property Zoning: _____

Reason for Entrance is a permitted use: Yes No

Additional Comments: _____

Reviewing Inspector: _____ Date: _____

Amount Paid: _____ Receipt # _____ Date Paid: _____

Site Inspector's Name: _____

Severance condition, if applicable:

Location of entrance to be (check one) Granted Denied

Denial reasons, if applicable:

Minimum Culvert Size: _____

Number of entrances permitted: _____

Special Notes: _____

INITIAL APPROVAL

Date: _____ By: _____

Position: _____

NOTE: When entrance installation is complete, please contact the Area Manager for inspection.

FINAL APPROVAL

Date: _____ By: _____

Position: _____

NOTE: PERMIT IS VALID FOR 12 MONTHS FROM DATE OF Initial Approval. If entrance is not completely installed and Final Approval given within this time frame, then a new application is necessary.

Date Approved: _____

Date Denied: _____

Notified: _____