



Entrance Permit Application

County of Peterborough
 310 Armour Road, Peterborough, ON K9H 1Y6
 Telephone No.: (705) 775-2737 Ext. 3205
 Fax: (705) 749-2551
 Email: dadams@ptbocounty.ca

1. Application is hereby made to:	
<input type="checkbox"/> Construct an	<input type="checkbox"/> unpaved entrance <input type="checkbox"/> paved entrance
<input type="checkbox"/> Pave an existing entrance	<input type="checkbox"/> Change of ownership
<input type="checkbox"/> Construct curbs, gutters or other permanent works related to an entrance approved provincial entrance standard	
<input type="checkbox"/> Change the design of an existing entrance	<input type="checkbox"/> Relocate an existing entrance
<input type="checkbox"/> Construct a temporary entrance or use any part of the right-of-way of a County road as a means of temporary access to and from a property	
<input type="checkbox"/> Change of classification from residential to commercial etc.	
2. Registered Owner:	
Name: _____	Phone No: _____
Address: _____	
City: _____	Province: _____ Postal Code: _____
3. Location of Property:	
Lot. No. / Con.: _____	Plan No. / Section: _____
Township: _____	County: _____
On the _____ Side of CR _____	approximately _____ metres
N.S.E.W	
_____ of _____	
N.S.E.W	
4. Use of Entrance: (Detailed description of type of establishment served by entrance)	
Access required for:	
Proposed material:	
A detailed plan showing location of building, addition, County road, entrance etc. must accompany each application.	
Approximate distance approaching traffic visible from the point of entrance to the County road	
From the right (metres): _____	From the left (metres): _____
Indicate which, if any, of the following will be affected:	
<input type="checkbox"/> Trees, Planting, Shrubs	<input type="checkbox"/> County Road Sign
<input type="checkbox"/> Guide Rail	<input type="checkbox"/> Other
<p>It is understood that all works will be constructed, altered, maintained or operated at the expense of the undersigned and that work must not begin before a permit has been issued by the County of Peterborough. The issuance of a permit by the County of Peterborough 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 County of Peterborough from and against all loss, cost damages, expenses, claims, damages, expenses and demands whatsoever to which the County may be put or which the County liable by reason of anything don or omitted to be done in the construction, maintenance, alteration or operation of the works authorized. The County of Peterborough may issue permits upon such terms and conditions as considered proper and may at its' discretion cancel any such permit at any time.</p>	

Personal information (as defined by Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)) contained on this form is collected pursuant to the Municipal Act and will be used for the principal purpose of processing Entrance Permit Applications as per By-Law 2012-26. Questions about this collection and use should be directed to Dylan Adams, Engineering Technician, (705) 775-2737 Ext: 3205, dadams@ptbocounty.ca, County of Peterborough, 310 Armour Road, Peterborough, ON K9H 1Y6.

5. Security Deposit:

Security deposits are accepted as per the Method of Payment noted below.

A security deposit in the amount of \$ _____ is enclosed

_____ Date

_____ Signature of Owner

Method of Payment

Cash / Cheque
Amex

VISA
VISA Debit

MasterCard
MasterCard Debit

Discover Card
UnionPay

_____ Credit Card Number

_____ Expiry Date

_____ Validation Code

6. County Review / Remarks

Township: _____	Permit No.: _____
Lot. No. / Con.: _____	Plan No. / Section: _____
Entrance Standard: _____	Width of entrance: _____
No. of entrances: _____	Approved material: _____
Length & size of culvert: _____	

Remarks / Special Conditions:

Grant Murphy, P.Eng.
Director, Infrastructure Services

_____ Date