



**APPLICATION FOR ENTRANCEWAY  
AND CIVIC (911) NUMBERING**

**TOWNSHIP OF NORTH DUNDAS**  
Box 489, 636 St. Lawrence Street  
Winchester, ON K0C 2K0  
T - 613-774-2105 F - 613-774-5699

NAME (of landowner): \_\_\_\_\_

NAME (of applicant): \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_

IS A CIVIC NUMBER REQUIRED      YES       or      NO

**LOCATION:**

LOT # \_\_\_\_\_, CON. # \_\_\_\_\_, ROLL # \_\_\_\_\_

TOWNSHIP ROAD \_\_\_\_\_ SIDE OF ROAD \_\_\_\_\_

BETWEEN CIVIC NUMBER \_\_\_\_\_, and \_\_\_\_\_

SPECIFICALLY \_\_\_\_\_ metres \_\_\_\_\_ (N,S,E,W) of \_\_\_\_\_

**PURPOSE OF APPLICATION**

Alteration or change in use of an existing entranceway:            OR      Permanent entranceway     

**CLASSIFICATION OF ENTRANCEWAY**

Commercial            Agricultural to farm            Residential     

A cheque in the amount of \$100.00 (entranceway) and/or \$75.00 (civic) payable to the Township of North Dundas (refundable should the application be denied) shall accompany this application.

I/We hereby apply to the Corporation of the Township of North Dundas for permission to construct an entranceway described above and to hereby agree to conform to the Township's conditions, standards and specifications governing entranceways.

DATE \_\_\_\_\_ SIGNATURE \_\_\_\_\_

**OFFICE USE ONLY**

<b>CIVIC NUMBER ASSIGNED</b>	# _____
<b>DATE FEE COLLECTED:</b>	_____ \$100.00 Entrance
	_____ \$ 75.00 Civic Number

PERMISSION GRANTED AND APPROVED SPECIFICATIONS	
Entranceway Dimensions:	
Width of the entranceway at ditch/curbline	_____
If a pipe is required, the pipe shall be new galvanized steel or plastic SP nominal thickness	_____
_____ metres long	_____ mm in diameter

**TERMS AND CONDITIONS OF PERMIT FOR  
ENTRANCEWAY**

This permit is subject to the following terms and conditions:

- a) Payment of the entrance permit fee is \$100.00 and/or civic number fee is \$75.00.
- b) The full cost of the entranceway shall be borne by the applicant/owner.
- c) The entranceway shall be designed and constructed so that no water shall be directed from it onto the travelled portion of the Township Road.
- d) No installation shall take place between December 1<sup>st</sup> and April 15<sup>th</sup>, unless a specific exemption is obtained by the Road Superintendent.
- e) Inspection is required by authorized North Dundas Township Roads Department personnel during construction. For inspection of the entranceway installation please contact North Dundas Township Roads Department at 774-2105 (Note: that at least forty-eight (48) hours notice is required to book inspection).
- f) Failure to comply with any or all of the requirements, the standards of this permit shall result in the entranceway being declared an obstruction and either:
  - (i) rectification of the deficiency, or
  - (ii) full removal of the entranceway/obstruction by the Township at the expense of the owner.
- g) The Township will not accept maintenance of substandard work, which includes installations exceeding the lengths specified; pipe other than in the entrance location (such as in lawns or driving surfaces).
- h) This entranceway is not to be construed as comment on future severance applications.
- i) For civic number application in the rural areas, the sign and post will be supplied and installed by the Township. In the Villages and Hamlets the homeowner is responsible for posting their own civic number.
- j) Any person(s) contravening any provision of By-law 13-2005 shall be subject to penalties contained therein which include costs and a fine of up to \$2,000.00.