



Permit #: _____

Approval Permit Application Form

To occupy or temporarily use a Town-owned roadway, right-of-way, sidewalk or storm-sewer connection. A Certificate of Insurance must be provided. **Fee: \$76.00** Code RDS05.

Permit Request Type

Roadway Occupation Right-of-Way Sidewalk Occupation Storm Sewer Hook-Up

Un-Assumed Road Allowance Improvements: Follow with Schedule: A B C D (Circle One)

Applicant Information

Applicant Name: _____

Mailing Address: _____

Telephone: _____ Fax or Email: _____

Contractor Information

Applicant Name: _____

Mailing Address: _____

Telephone: _____

Location of Work

Address: _____

Brief description of project: _____

Sketch Provided: Yes No

Other approvals required: Yes No If "yes", from who: _____

Commencement of Work

Work will commence (day, month, year): _____

Work will be completed (day, month, year): _____

- Traffic will be: Maintained Closed Closed Partially Open
- Where pavement is crossed, it will be: Augured Bored/Jacked Open Cut Other
- Book 7 of the Ontario Traffic Manual Temporary Conditions Plan & Number:
- Liability Insurance information included:
- Drawing or As-Built included:

Authorization (Does Not Apply to Un-Assumed Road Allowance Improvements)

The Applicant herewith warrants that all workmanship and materials placed under this approval shall be maintained and guaranteed for a period of two years from the date of completion of the work or one year from completion of permanent repair, whichever is longer.

The Applicant and the Contractor have read the Schedule outlining procedures, liabilities, traffic control, temporary re-instatement, permanent re-instatement, class of restoration and municipal prerogative.

NOTE: Un-Assumed Road Allowance Improvements must be completed within 1 year of receiving approval to proceed. Any expansion to this application or any further work after approval will require applying for an additional permit.

I have read the information contained on this form and attached a certificate of insurance

Application Date: _____ Applicant Position: _____

Applicant Name: _____ Applicant Signature: _____

Collection of Information

Personal information on this application form is collected under the legal authority of the Municipal Act, S.O. 2001, c.25, as amended. The information is collected for the purpose of gathering applicant contact details and is pursuant to Section 27 of the Municipal Freedom of Information and Protection of Privacy Act. For questions about how this information is collected please contact the Town of Huntsville Roads Department.

Municipal Approval: On the basis of this application and all pertinent Schedules and By-laws and notwithstanding any other liability, approval, regulation, By-Law or Provincial stature, the Applicant is herewith approved to proceed with the permit work as requested. Restoration shall be in accordance with a Class _____ Procedure. Inspection Date: _____

Comments: _____

Date: _____ Signed: _____ Position: _____

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