



The Corporation of the Town of Fort Erie
1 Municipal Centre Drive
Fort Erie, Ontario, L2A 2S6
Telephone: 905-871-1600
Facsimile: 905-871-6411
www.forterie.ca

APPLICATION FOR ENTRANCE PERMIT

PROPERTY INFORMATION			
Street Name:		House No. / Lot No.:	
Concession or Plan No:			
Description of Location:	(i.e. North/South/East/West Side of Road and/or near intersection ... and/or next to ...)		
Owner Name:			
Owner Address:			
Owner Telephone:		Email:	
Applicant Name: (If different than Owner)			
Applicant Address:			
Applicant Telephone:		Email:	

CLASSIFICATION, USE, PURPOSE AND DETAILS OR ENTRANCE	
Access required for:	(Description of the type of establishment served by entrance. i.e. Residential, Commercial, Farm)
No. of Entrances Needed:	
Width of Entrance:	
For an addition to an existing culvert, describe the NUMBER OF METRES TO BE ADDED AND ON WHICH SIDE:	

In accordance with By-law 141-92 of the Town of Fort Erie APPLICATION IS HEREBY MADE TO:
<input type="checkbox"/> Construct an unpaved entrance <input type="checkbox"/> Remove curbs, gutters, or other permanent curbs related to an entrance <input type="checkbox"/> Change the location of an existing entrance <input type="checkbox"/> Use an existing entrance for other than its original, present or normal use (Change of classification from residential to commercial) <input type="checkbox"/> Other, please specify: _____

CONDITIONS OF PERMIT APPLICATION SUBMISSION
<ul style="list-style-type: none"> • A 2' x 4' piece of lumber bearing the APPLICANT'S name shall be firmly placed to mark the centre line location of the driveway within 24 hours of the application • This application must be completed by the APPLICANT • The Town of Fort Erie assumes no responsibility for damage to bituminous pavement or other permanent work placed on an entrance within the road allowance • Residential entrances shall be a minimum of 6m wide to a maximum of 9m wide • Industrial/Commercial/Institutional length to be determined by site plan and turning radius

CONTRACTORS ACKNOWLEDGEMENT AND ACCEPTANCE	
BY MY SIGNATURE BELOW, I HEREBY AGREE TO PAY ALL FEES IN ADVANCE AND WHERE THE TOWN COSTS EXCEED ANY DEPOSITS, I HEREBY AGREE TO PAY BALANCE WITHIN THIRTY (30) DAYS FROM DATE OF INVOICE.	
Signature of Owner/Applicant:	
Date:	



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THIS SECTION TO BE COMPLETED BY TOWN STAFF ONLY				
Is a culvert required?	<input type="checkbox"/> Yes <input type="checkbox"/> No			
Length of culvert pipe:		Pipe Size:		Pipe Gauge:
Approximate distance approaching traffic is visible from the point of the entrance of the roadway:				
From the right:		From the left:		
The location has been verified by:				
Culvert was installed on:				
Application Approved By: (Town Staff)				
Signature:		Date:		
Personal information contained on this form is collected under the authority of Town of Fort Erie By-law 141-92 (to establish a policy for the installation of culverts with a drain, ditch or watercourse situated on a highway). Questions about this collection should be directed to the Records Management Clerk, Town of Fort Erie, 1 Municipal Centre Drive, Fort Erie, ON L2A 2S6 (905) 871-1600, ext. 2214.				