



**APPLICATION FOR ENTRANCE PERMIT**

**Permit Fee - \$300.00**  
(\$200.00 refundable upon approval)

I/we the undersigned, hereby make application for a \_\_\_\_\_ (Residence, Field, Commercial Classification) entrance onto Township Road \_\_\_\_\_.

I/we agree to the following regulations:

1. The Township of Melancthon Roads Superintendent, or his/her designate, shall specify the exact location of the entrance.
2. The Roads Superintendent, or his/her designate, shall specify the size, type and length of the culvert to be used.
3. All materials and labour will be supplied by the applicant to the satisfaction of the Township of Melancthon Roads Superintendent or his/her designate.
4. The proposed location of the entrance shall be clearly marked with a stake.
5. Any faults shall be corrected within a 10 day period after inspection by the Roads Superintendent or his/her designate.
6. Entrance culverts are the responsibility of the property owner to install, maintain and replace when required. Existing entrance culverts may be replaced by the Municipality during major capital road upgrades.
7. If the Township, in its sole discretion determines that the condition of the subject Entrance, including any culvert forming a part thereof, adversely compromises the safety or integrity of the traveled portion of the municipal highway, the Township may require the Owner of the lot served by the Entrance to make such repairs or improvements as deemed necessary at the Owner's expense. If such repair or improvements are not made, the Road Superintendent, acting responsibly, shall make such necessary repairs and the costs of such repairs shall be recovered from the Owner.

I/we hereby agree not to commence work on the proposed entrance until a permit has been issued by the Township of Melancthon Road Department.

**Name of Applicant:**

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**Last Name**

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**First Name**

**Date:** \_\_\_\_\_

**Day**

**Month**

**Year**

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**Applicant's Signature**

**Mailing Address:**

\_\_\_\_\_

<b>Road Number and Name</b>	<b>Municipality</b>	<b>Province</b>	<b>Postal Code</b>
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**Legal Address:** \_\_\_\_\_

<b>Lot</b>	<b>Concession</b>	<b>Part</b>	<b>Telephone Number:</b>
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**Required Culvert Size:** \_\_\_\_\_

**Road Superintendent's Signature:**

\_\_\_\_\_  
Craig Micks

**Date:** \_\_\_\_\_

Please include a drawing of the proposed entrance in the box below

**For Office Use:**

Fee Received	\$ _____	Cheque / Cash
Release Deposit	\$ _____	Date: _____

**Road Superintendent's Signature:**

\_\_\_\_\_  
Craig Micks