

Road Entrance Permit



PERMIT # _____ (for office use only)

AUTHORIZING A NEW ENTRANCE OFF MIDDLESEX CENTRE ROADS

Applicant Information:

Applicant Name: _____

Mailing Address: _____

Postal Code: _____ Tel: _____

Email: _____

Location Information:

Address of New Entrance: _____

Distance from Nearest Entrance: _____

Distance from Nearest Road Intersection: _____

Reason for New Entrance: _____

Note: A plan sketch showing extent and location of work must accompany this application. Area must be marked (grade stakes) for staff to inspect in field before permit will be issued.

Type of Entrance:

Residential

Agricultural

Commercial

Industrial

Institutional

Date of Work:

Start: _____

Finish: _____

Fees:

1. Permit Fee: \$300.00
2. Refundable Deposit: Deposit Amount \$ _____ (amount to be set by Middlesex Centre). Minimum deposit amount is \$2,500.00 payable as cash, cheque or debit.
3. Roadway Degradation Fee:

Surface Type	Fee per sq/m	Area sq/m (m ²)	Total
Gravel	\$5.00		
Tar & Chip	\$10.00		
Asphalt	\$14.00 to \$35.00 based on age in RNS		

The applicant agrees to the following terms and conditions noted below:

Terms and Conditions

1. It is the applicant's responsibility to adhere to the Municipality's Infrastructure Design Standards.
2. It is the applicant's responsibility to inform Middlesex Centre when all work is to take place on the road allowance.
3. It is the applicant's responsibility to inform Middlesex Centre when the work is complete and ready for inspection by our staff.
4. Middlesex Centre does not guarantee that the location selected for service is not in use by other utilities or services.
5. The applicant agrees prior to beginning any work on the road allowance to properly set up signage and safety devices and this shall be in conformance with the Manual of Uniform Traffic and Control Devices. Upon completion of the work all signage and safety devices shall be removed. It is the applicant's responsibility to provide all necessary and signage and safety devices.
6. The road allowance shall not be closed at any time. If the road is to be restricted to one lane of traffic the use of properly trained traffic control persons, minimum of two, shall be used to control the flow of traffic.
7. All road crossings are to be bored. The asphalt road surface is not to be cut. All disturbed areas are to be restored to the original condition including any necessary sod, topsoil, and seeding. Damage to sidewalks or the road surface, curb and gutter, ditches shall be repaired by the applicant. If the applicant fails to restore any such damage to the satisfaction of Middlesex Centre, Middlesex Centre shall use the deposit to restore the damages and any further or additional costs will be invoiced to the applicant for payment.
8. All material that is backfilled shall be properly compacted to prevent settling. All disturbed areas are to be restored to original conditions.
9. The applicant shall ensure that all utility locates have been obtained. The applicant will be responsible for any utility repairs that are necessary if they are cut.
10. The applicant shall ensure that all surfaces and subsurface drainage in maintained all times and any such drainage works that are damaged are repaired to the satisfaction of Middlesex Centre.
11. The applicant agrees to hold Middlesex Centre harmless for any damage or liability caused by the work.
12. The applicant shall provide to Middlesex Centre a certified cheque for deposit before the work may commence along with the original signed copy of this permit.
13. The deposit will be held for 60 days after notification from the applicant that the work has been completed. The work will then be inspected by Middlesex Centre staff who will determine if the work is satisfactorily completed before the deposit is returned.

By signing below and beginning the described work on Middlesex Centre road allowance, the Applicant(s) agree and bind themselves to **all** the terms and conditions listed above.

Signature of Applicant

Date of Application

Office:	
Approval Signature: _____	Date: _____
Date of Deposit & Fee Received _____	
Date of Deposit Released: _____	
Distribution: Applicant _____	File _____ Road Supervisor _____