



758070 2nd Line East Mulmur ON L9V 0G8
 Tel: 705-466-3341 Fax: 705-466-2922 info@mulmur.ca

ENTRANCE PERMIT # _____
(ATTACHMENT: DUFFERIN COUNTY 9-1-1 APPLICATION)

(Updated December 15, 2015)

**Valid for 1 year from the date of application/creation of lot/or from date related severance is approved
 DEPOSITS WILL NOT BE REFUNDED if this application exceeds the ONE YEAR DEADLINE.**

DATE OF APPLICATION	ROLL #	Lot	Concession
_____	_____	_____	_____
911 #	Street Name		
_____	_____		
APPLICANT NAME	_____		PHONE #
MAILING ADDRESS	_____		
_____	_____		
PROPERTY OWNER NAME	_____		PHONE #
MAILING ADDRESS	_____		
_____	_____		
<input type="checkbox"/> COMMERCIAL	<input type="checkbox"/> RESIDENTIAL	<input type="checkbox"/> FIELD OR BUSH	<input type="checkbox"/> TEMPORARY

THIS IS TO CERTIFY THAT I AM THE ABOVE NAMED PROPERTY OWNER OR ACTING AS THE AGENT FOR THE ABOVE NAMED PROPERTY OWNER. I UNDERSTAND THAT ALL WORK WILL BE CONSTRUCTED, ALTERED, MAINTAINED OR OPERATED AT THE EXPENSE OF THE UNDERSIGNED AND THAT WORK MUST NOT BEGIN BEFORE A PERMIT HAS BEEN ISSUED BY THE TOWNSHIP. ALL WORK IS TO MEET PROVISIONS OF THE CURRENT BYLAWS.

IF THE DRIVEWAY IS LOCATED WITHIN THE NIAGARA ESCARPMENT COMMISSION OR NOTTAWASAGA VALLEY CONSERVATION AUTHORITY'S JURISDICTION, IT IS THE RESPONSIBILITY OF THE OWNER/APPLICANT TO OBTAIN A PERMIT OR EXEMPTION LETTER FROM EITHER OR BOTH AGENCIES TO ACCOMPANY THIS APPLICATION.

SIGNATURE: _____ DATE: _____

THIS APPLICATION IS HEREBY MADE TO: (check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> CONSTRUCT AN UNPAVED ENTRANCE | <input type="checkbox"/> CHANGE THE DESIGN OF AN EXISTING ENTRANCE |
| <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> FARM USE | |
| <input type="checkbox"/> CONSTRUCT A PAVED ENTRANCE | <input type="checkbox"/> CHANGE THE LOCATION OF AN EXISTING ENTRANCE |
| <input type="checkbox"/> RESIDENTIAL <input type="checkbox"/> FARM USE | |
| <input type="checkbox"/> USE AN EXISTING ENTRANCE FOR OTHER THAN ITS ORIGINAL, PRESENT OR NORMAL USE | <input type="checkbox"/> CONSTRUCT/ALTER CURBS, GUTTERS OR OTHER PERMANENT WORKS RELATED TO A NEW ENTRANCE |
| <input type="checkbox"/> CONSTRUCT A TEMPORARY ENTRANCE OR USE ANY PART OF THE RIGHT-OF-WAY OF A TOWNSHIP ROAD AS A MEANS OF TEMPORARY ACCESS TO AND FROM A PROPERTY FOR A PERIOD NOT TO EXCEED 6 MONTHS | <input type="checkbox"/> ADD CURBS, GUTTERS OR OTHER PERMANENT WORKS TO AN EXISTING ENTRANCE |
| | <input type="checkbox"/> PAVE OR INSPECTION OF AN EXISTING ENTRANCE |

PLEASE MARK THE PROPOSED ENTRANCE CLEARLY WITH RIBBONS FOR INSPECTION PURPOSES

SITE PLAN

- | | |
|----------------------------------|---|
| 1. LOCATION OF PROPOSED ENTRANCE | 2. DISTANCE FROM CLOSEST PROPERTY LINE TO PROPOSED ENTRANCE |
| 3. ROAD NAMES | 4. NORTH DIRECTION INDICATED |

Nearest 911#		Nearest 911#
--------------	--	--------------

Road Name: _____

FOR OFFICE USE ONLY			
SIZE OF CULVERT REQUIRED	Diameter	Length	APPROVED BY
			Date
REMARKS:			
ENTRANCE PERMIT \$100: CASH CHEQUE SECURITY DEPOSIT \$300: CASH CHEQUE RECEIPT #			
FINAL APPROVAL BY		Date	DEPOSIT RETURNED YES NO



COUNTY OF DUFFERIN
PUBLIC WORKS DEPARTMENT
 55 ZINA STREET, 2 FLOOR, ORANGEVILLE, ONTARIO, L9W 1E5
 PH: 519-841-2818 ext. 2800 FAX: 519-841-4565
 www.dufferincounty.ca EMAIL: publicworksinfo@dufferincounty.ca

ADDRESS ASSIGNED: Office Use Only

<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------	----------------------

DATE:

EMERGENCY NUMBER APPLICATION
Note: Number cannot be given verbally by directive of Council. Payment must be received in advance.

SECTION 1 - APPLICANT INFORMATION
You will be contacted when the sign is ready for pick-up. Please allow minimum 1 week.

APPLICANT NAME:

MAILING ADDRESS: CITY: PROV/STATE: POSTAL/ZIP CODE:

TELEPHONE: EXT: EMAIL:

The personal information collected on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act and will be used for the proper administration of issuing Emergency Numbers. Questions about this collection should be addressed to the Co-ordinator for the County of Dufferin, Clerk at 519-841-2818 ext. 2803.

SECTION 2 - PROPERTY INFORMATION

LOT: CON: TOWNSHIP: ROLL #: (18 digits, not dashes or spaces)

NAME OF ROAD YOUR ENTRANCE FRONTS ONTO: SIDE OF ROAD: FRONTAGE: feet AREA: metres (acres)

IF PROPERTY HAS BEEN IN YOUR NAME LESS THAN 3 YEARS PROVIDE PREVIOUS OWNER'S NAME:

OWNER NAME IF DIFFERENT THAN APPLICANT NAME: eg. tenant, company:

SECTION 3 - ORDER INFORMATION

I REQUIRE: A REPLACEMENT SIGN ONLY EMERGENCY NUMBER:

OR: I NEED A NUMBER ASSIGNED TO MY PROPERTY AND A SIGN. PROCEED TO SECTION 4, NEW NUMBER

SECTION 4 - NEW NUMBER TO BE ASSIGNED ONLY

This property was severed within the last 2 years. Approx date of severance

This entrance has been approved by the municipality. If NO, sign cannot be issued - contact your local municipality.

I will be applying for a Building Permit

The Emergency Number is determined by the location of your entrance. The last 3 digits represent the distance, in metres of your entrance from a specified point, therefore it is **very important** that you provide us with **accurate measurements**.

MY ENTRANCE IS: feet metres N S E W OF EMERGENCY #: ON THE: SAME OPPOSITE SIDE OF THE ROAD

MY ENTRANCE IS: feet metres FROM MY N S E W PROPERTY LINE

SECTION 5 - ORDER & PAYMENT OPTIONS

- I will pick up my sign at the Public Works Administration office, 55 Zina Street, Orangeville, 2nd Floor: \$20 plus HST
- I want my sign mailed to the address shown above: \$30 (\$20 plus \$10 shipping and handling), plus HST
- Signposts (pick-up only): \$15 plus HST

PAYMENT MUST ACCOMPANY APPLICATION. VISA, MASTERCARD CASH, CHEQUE ACCEPTED. COMPLETE ATTACHED.

Name

Email

Phone Number

Ext.

I,

hereby authorize the County of Dufferin to charge my: VISA Mastercard

Card Number: Exp Date (mm/yy)

For the following items:

	Quantity	Total
<input type="radio"/> Emergency Number \$20 + HST	<input type="text"/>	<input type="text"/> \$0.00
<input type="radio"/> Shipping and Handling (Sign to be mailed to you) \$10 + HST	<input type="text"/>	<input type="text"/> \$0.00
<input type="radio"/> Post (Pick-up Only) \$15 + HST	<input type="text"/>	<input type="text"/> \$0.00
	HST	<input type="text"/> \$0.00
	Grand Total	<input type="text"/> \$0.00

I hereby authorize the indicated Grand Total to be charged to my credit card.
 Signature: (not required if submitting directly via email below)

OR:

I am providing payment by alternate methods (mail cheque, fax/phone credit card info.)

Date: 21/05/15

Submit Application
 This will open up your email application with a PDF of this completed form.
 You can then add to the email if you like before you press SEND

Print
 a copy for your records

The personal information collected on this form is for the purpose of the proper administration of Credit Card payments. Specific questions relating to the Municipal Freedom of Information and Protection of Privacy Act can be directed to the Coordinator for the County of Dufferin, Clerk, 519-941-2816 ext 2503.



758070 2nd Line East
Mulmur ON L9V 0G8

REQUEST FOR FINAL INSPECTION

I, _____ request a FINAL INSPECTION of my entrance,
Print Name

Permit # _____ located at _____
(911 Address/Property Location)

I confirm that my entrance is fully completed and ready for final inspection. If deficiency is found a reinspection must be scheduled prolonging return of deposit.

Signature

Date

=====

ENTRANCE PERMIT REFUND REQUEST

I, _____ am requesting full refund of my deposit (\$300.00)
Print Full Name

made with my entrance permit application # _____.

Please mail my cheque to: _____

Signature

Date

FOR OFFICE USE ONLY: PERMIT# EP _____ APPROVED BY: _____

CHEQUE# _____ DATE _____

758070 2nd Line East
Mulmur ON L9V 0G8

ENTRANCE STANDARDS AND SPECIFICATIONS

An entrance permit which costs \$100.00 is required and can be paid for at the Township Office (cash or cheque only). A \$300.00 deposit is also required which will be refunded upon completion of final inspection and approval. All entrance permits are valid for 1 full year from the date of application, creation of lot, or from date related severance is approved. If we have not received your final inspection request, prior to the one-year date of approval, the deposit will be forfeited, if the entrance has not been installed within the 1 year. The entrance permit will be cancelled and deposit forfeited. A new entrance permit would be needed at this time before any work could take place.

TEMPORARY ENTRANCE will be allowed for a period up to 6 months. After removal, final inspection and approval, the deposit will be refunded.

ENTRANCE SPACING AND VISIBILITY REQUIREMENTS:

In general, all entrances **must** be located to provide suitable spacing and visibility requirements as follows

1. With a posted speed of 80 km/h, the minimum distance from any intersection is 30.0 meters.
2. No entrances shall be permitted within a sight triangle.
3. The distance between any 2 driveways or lot line must be a minimum of 7.0 meters (22.9 feet) in rural areas and a distance of 2 meters (6.5') in Hamlets or built up areas.
4. With a posted speed of 80 km/h, minimum allowable distance of 65 meters from the entrance to the end of a bridge deck.
5. With a posted speed of less than 80 km/h, minimum distance from the end of a bridge deck to be determined by the Director of Public Works or his designate.
6. Minimum vertical and horizontal sight distances required are as follows:

<u>Speed Limit</u>	<u>Minimum Sight Distance</u>
50 km/h	65 m
60 km/h	85 m
70 km/h	110 m
80 km/h	135 m
7. Reductions to the above may be made at the discretion of Council.
8. Designs not outlined above are to be as per the Ministry of Transportation Geometric Design Standard Manual.
9. All **commercial entrances** must meet the above criteria **plus** the criteria established in the Ministry of Transportation's Commercial Site Access Policy and Standard Designs Manual.
10. Entrances within subdivision are to be constructed in conformity with the Engineering Design for the Development.
11. Second entrances may only be considered on corner lots or where the location or spacing of existing entrances does not allow access to back or side lots in built up areas.

758070 2nd Line East
Mulmur ON L9V 0G8

INSTALLATION SPECIFICATIONS:

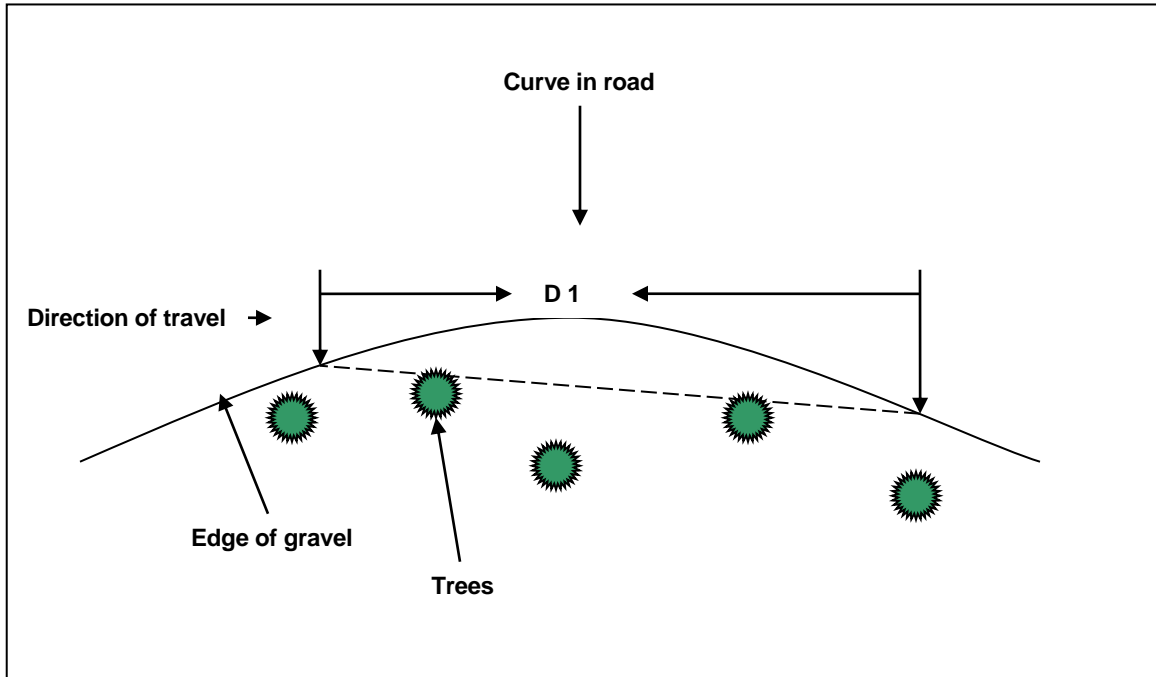
All entrances must be constructed to the satisfaction of the Director of Public Works or his designate and meet the following specifications:

The new entrance must be a minimum of 7.0 meters (22.9') from the property line in rural areas and the distance of 2 meters (6.5') in Hamlets or built up areas.

1. Minimum entrance culvert diameter is 450 mm (18") unless stated otherwise
2. Minimum entrance culvert width is 7.0 (23) meters with a maximum of 15 meters (50') unless stated otherwise.
3. Entrance culvert to be new, minimum 1.3 mm thickness helical c.s.p. (steel)
4. Entrance culvert to have end protection or headwalls suitable for protecting the ends of the culvert from crushing.
5. Culvert headwalls may not be higher than the level of the road shoulder at the rounding.
6. Entrance culverts shall be constructed to the proper grade so as to provide for the free and unimpeded flow of water through the culvert.
7. Culverts shall be covered with granular "A" material, equal in depth to at least 150mm (6") or one-third of the culvert diameter, whichever is greater.
8. Surface of entrance may not be higher than the level of the road shoulder at the rounding.
9. Entrance gradient to be **6% maximum** for residential entrances, **10% maximum** for farm and field entrances.
10. Entrance to be designed to prevent the flow of water onto the traveled portion of the roadway.
11. Entrances must have an unobstructed sight triangle or Hidden Entrance Signs must be installed at the expense of the applicant.
12. Before Township's initial inspection and approval, the proposed entrance must be clearly marked on site with ribbons or stakes and details of the proposed entrance be illustrated on the entrance application.
13. **Final Inspection Request Form must be received prior to 1-year date of application for final inspection and refund of deposit.**

758070 2nd Line East
 Mulmur ON L9V 0G8

**Horizontal Curve
 Sight distance calculation**



D1 = sight distance required

D1 is measured from edge of road to edge of road in a straight line

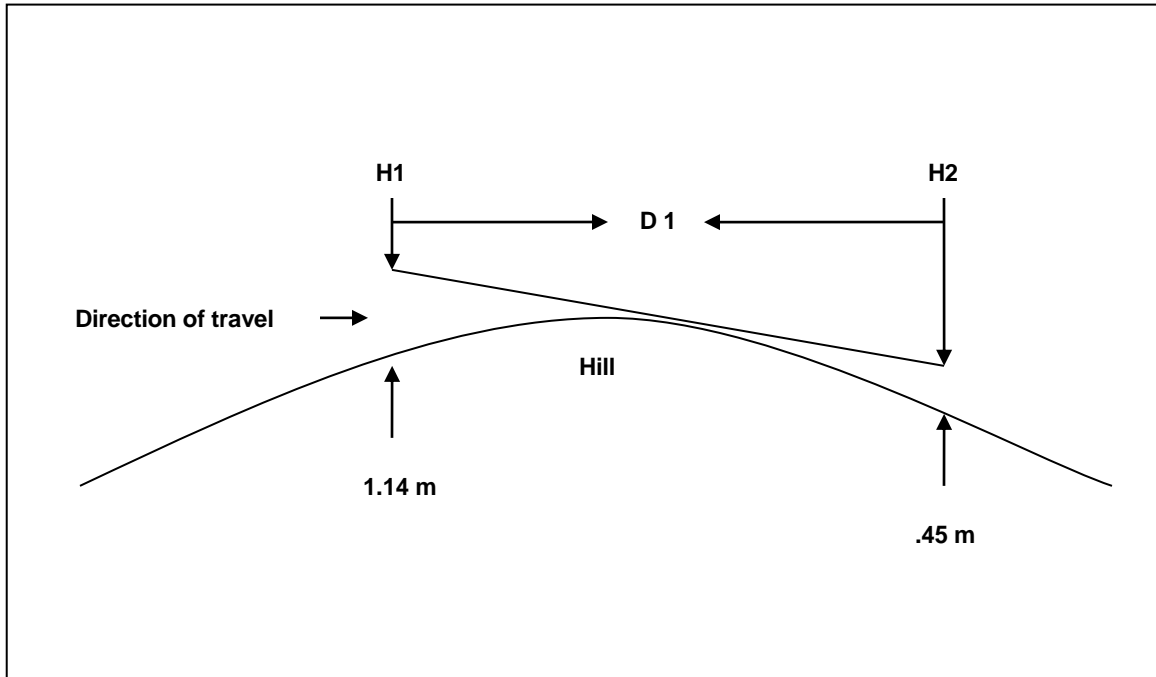
	<u>Sight Distance</u>	<u>Speed</u>
D 1 =	135m -----	80 km/h
	110m -----	70 km/h
	85m -----	60 km/h
	65m -----	50 km/h

Roads with no posted speed limit are taken to have a speed limit of 80 km/h as per the Highway Traffic Act.



758070 2nd Line East
 Mulmur ON L9V 0G8

**Vertical Curve
 Sight distance calculation**



H1 = 1.14 m (45")

H2 = .45 m (18")

D1 = sight distance required

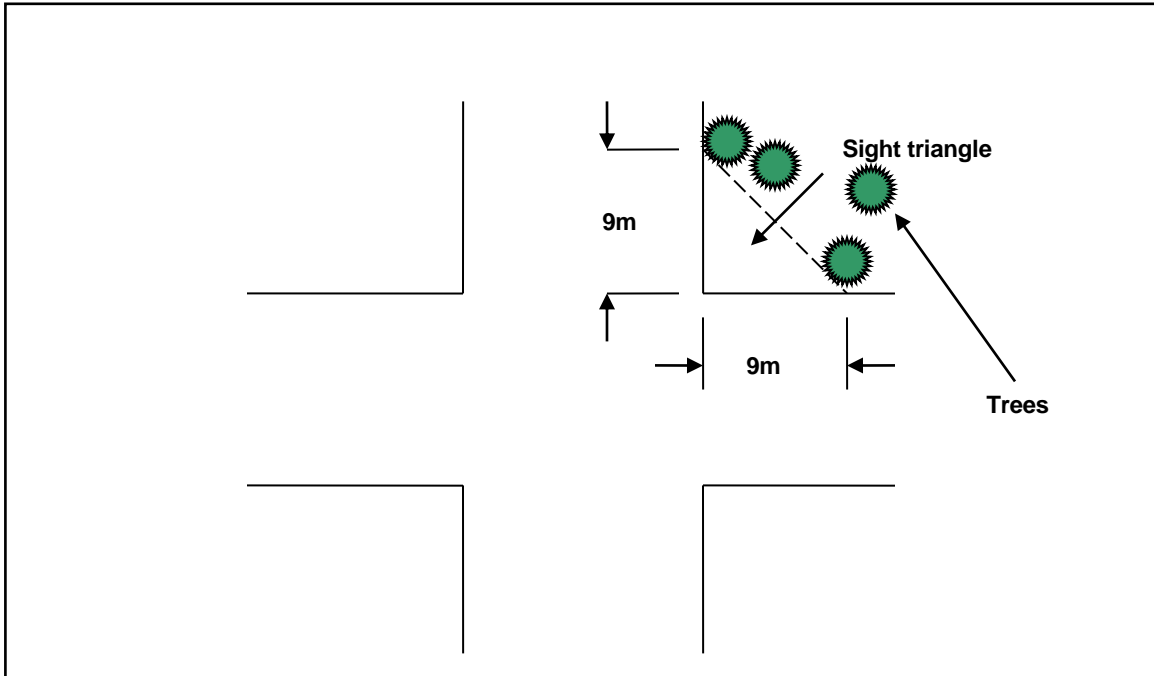
	<u>Sight</u>	
	<u>Distance</u>	<u>Speed</u>
D 1 =	135m -----	80 km/h
	110m -----	70 km/h
	85m -----	60 km/h
	65m -----	50 km/h

Roads with no posted speed limit are taken to have a speed limit of 80 km/h as per the Highway Traffic Act.



758070 2nd Line East
Mulumur ON L9V 0G8

Sight Triangle calculation



Sight Triangle

The sight triangle is the area from the intersection of two roads, measured 9m (29.5') in both directions on the property lines with a straight line drawn between these points