

TEMPORARY ROAD CLOSURE: Full	Partial	
ROAD NAME:		
FROM:	TO:	
PART D: ENTRANCE		
New Entrance	Temporary Entrance	Material Type:
ENTRANCE MUST BE MARKED ON SITE:		Check box to indicate completed
Notes: _____ _____		
APPROVAL RIGHT OF WAY OCCUPANCY PERMIT (ROAD USE)		
Proof of Insurance		
Insurance Company: _____	Expiry Date: _____	
Site Specific Details: _____ _____		
Approved By (Name): _____	Date: _____	
Signature: _____		
Work Completed Date: _____	Signature: _____	
APPROVAL ENTRANCE		
Number of Entrances: _____	Width of Entrance: _____ m	
Entrance Required For: _____		
Culvert Length: _____ m	Culvert Diameter: _____ mm	
Site Specific Details: _____ _____		
PART E: FEES (In Accordance with the Township's 2022 Fees & Charges By-law)		
Right of Way Occupancy Permit		
Temporary Road Closures: \$95.50		
Barricade(s): \$5.31/per item delivered to site + Taxes \$0.69/per item		
Signage (road closure/detours): \$5.31/per item delivered to site + Taxes \$0.69/per item		
Staff time to install/remove equipment: \$10.00/per hr. (during core hours 7am-3pm) + Taxes \$1.30/per hour		
Staff time to install/remove equipment: \$15.00/per hr. (non-core hours) + Taxes \$1.95/per hour		
Closure Advertising: Cost Plus 11% Admin Fee + Taxes on 11% Admin Fee Only		
With Municipal Access Agreement / Municipal Franchise Agreement (Utility Companies): \$2000/annual fee		
No Municipal Access Agreement: \$212.24/per permit		
Road Occupancy Permit Renewal: \$53.06/per renewal		
Contractor - temporary storage of equipment / material: \$47.76/per day		
Contractor -work in right of way: \$212.24/per permit		
Region of Waterloo: Nil		
Township of North Dumfries: Nil		

Permit Number: _____

Permit Expiry Date: _____

Entrance Permit	
Entrance Permit:	\$212.24/per permit
Entrance Permit Renewal:	\$53.06/per renewal
Utility Work Permit – Municipal Consent Application Fee (not including the Region of Waterloo):	\$212.24
REFUNDALE DEPOSITS	
Entrance / Culvert Permit (no Municipal Access Agreement):	\$2500 Road Occupancy Permit
Grass Boulevard - no curb or sidewalk:	\$500/per permit
Grass Boulevard - curb and/or sidewalk:	\$900/per permit
Travelled surface of road no curb or sidewalk:	\$3500/per permit
Travelled surface of road with curb and/or sidewalk:	\$5000/per permit
Utility with or without Mutual Access Agreement:	\$10,000/annual deposit
Utility with or without Mutual Access Agreement:	\$2500/per permit
Temporary Road Closure:	Nil
TOTAL FEES + REFUNDABLE DEPOSIT: \$ _____	
GL Accounts: 10-300-0020-41936 (application) 10-000-0000-21550 (deposit)	
DATE OF APPLICATION:	
START DATE:	END DATE:

THE APPLICANT is responsible for all utility locates and traffic control.

THE APPLICANT has twenty-one (21) Calendar days from the commencement of work to complete all required restoration.

The deposit will be held for a minimum of sixty (60) calendar days after the work has been completed. The applicant is responsible to notify the Township for the initial inspection after work has been completed along with the follow up inspection after the sixty (60) day period.

Any work completed after November 15 must be reviewed by the Township after April 15 of the following year before the deposit is released.

Date

Signature of Applicant

Date

Signature of Authorized Township Official

Permit Number: _____

Permit Expiry Date: _____

CONDITIONS

This Public Works Permit is subject to the following conditions and to any supplementary conditions established by the Township of North Dumfries at the time of issue:

<ol style="list-style-type: none">1. This permit is subject to all Municipal By-laws.2. The applicant is required to contact Public Works prior to the start of work at publicworks@northdumfries.ca.3. A minimum of 48 hours notice must be provided.4. No work shall be started before a Public Works Permit for the work has been issued by the Township of North Dumfries.5. If this permit expires before the work is accepted, and is not renewed for any reason, all work constructed, maintained or operated under this permit shall, if the Township so requests be removed without expense to the Township and the road shall be left in as good as it was before the said works were installed or constructed.6. The permit must not be assigned or transferred from one owner to another. Each new permit is subject to the conditions applying at time of issue without expression of written consent from the Township of North Dumfries.7. Any permit may be cancelled at any time for breach of the regulations or conditions of the permit or for such reasons as the Director of Engineering & Public Works (or designate) in their discretion deems proper.	<ol style="list-style-type: none">8. If during the life of this permit any acts are passed or regulations adopted which affect the rights and privileges herein granted, the said acts or regulations shall be applicable to this permit from the date which they come into force.9. The design and specifications of the construction must not be changed without the approval of the Township.10. Trees, shrubs, etc. on the right-of-way of a road must not be cut, trimmed, replaced or planted without the written permission of the Township or its duly authorized agent.11. The applicant is responsible for the construction, marking and maintenance of the detours required and for maintaining safety measures for the protection of the public during the construction of any works in respect to this permit.12. The applicant is responsible for ensuring all utility/service locates have been completed and are valid, prior to the commencement of the construction.13. All work shall be constructed in accordance with the Township of North Dumfries requirements.14. The property owner shall engage an insured contractor. The contractor shall provide the municipality with proof of liability insurance of a minimum of two million dollars (\$2,000,000), listing the Township of North Dumfries as additional insured, prior to release of the approved permit.
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Permit Number: _____

Permit Expiry Date: _____



The TOWNSHIP of
NORTH DUMFRIES

North Dumfries Community Complex
2958 Greenfield Rd., P.O. Box 1060, Ayr, ON NoB 1E0

**Public Works Permit Application
Letter of Authorization**

I/We _____, am/are the owner(s) of
Name(s) of owner(s)

the land at _____ to which is the
Address/Location to which this Permit is being applied for

subject of this Public Works Permit Application, and I/We authorize

Contractor

to make this application on my/our behalf.

Date

Name of Owner(s)

Name of Owner(s)

Signature of Owner(s)

Signature of Owner(s)

Property Owner Contact Information

Street Address: _____

City: _____

Postal Code: _____

Telephone #: _____ Alternate #: _____

Email Address: _____

Permit Number: _____

Permit Expiry Date: _____