



Entrance Permit Application

Township of Frontenac Islands

Wolfe Island Office – Phone: 613-385-2216 - 1191 Rd 96 Wolfe Island, ON K0H 2Y0

Howe Island Office – Phone: 613-544-6348 - 50 Baseline Rd Gananoque, ON K7G 2V6

Application No: _____ Date: _____

Please complete the following required information:

1. I hereby make an application to:		
- Construct/New: _____	Alter/Improve _____	Remove _____
- Residential: _____	Commercial: _____	Agricultural: _____
As means of access to a (Description of Establishment) _____		
2. Registered Owner:		
Name: _____	Phone No: _____	
Address: _____		
City: _____	Province: _____	Postal Code: _____
3. Location of Property:		
Entrance at: Lot: _____	Concession: _____	
On the Island of (Wolfe / Howe / Simcoe) _____		on the (North / East / South
West) _____	side of (Road Name) _____ .	
Property Roll #: _____	Civic # (if applicable): _____	
4. Please attach a site plan or sketch showing the location of the structure, requested entrance, and other landmarks on the property. (please show measurements)		



A \$50.00 non-refundable fee is to be paid at the time of submission of the application; also, an \$800.00 security deposit is required. **This fee will be refunded upon completion of construction and final approval from the Public Works Department. The onus is on the property owner to notify the Public Works Department for location approval prior to installing the entrance. Final inspection is also required prior to deposit release.**

To be completed by the Township:

Township Use Only	
Application Fee:	Date Paid:
Deposit Fee:	Date Paid:
Public Works Department Use Only	
Location Suitability:	
Culvert diameter:	Length:
Inspection Comments:	
Entrance Approval Date:	Authorized Signature:
Final Approval Date:	Authorized Signature:

Entrance Conditions:

- New corrugated steel pipe to be used meeting OPSS 1801. (Minimum pipe thickness to be 2.0)
- Entrance Material – Minimum 200mm (8”) of 5/8” crushed stone.
- Minimum width for non-commercial entrance to be 5 meters
- End of pipe exposure to be minimum 30cm
- Construct only to the outside edge of roadway shoulder
- Minimum length of pipe determined by depth of ditch

D Meters Minimum Length is Meters

Up to 1.0	9.0
Up to 1.31	11.0
Up to 1.7	12.0
1.7 +	As approved

**** Please make sure the painted stakes you receive are placed clearly at the location you wish the entrance location to be.**