



# Entrance Permit Application

Township of Frontenac Islands

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

**Howe Island Office** – Telephone: 613-544-6348 - 50 Baseline Rd Ganonoque, ON K7G 2V6

**Ryan Reid** – Public Works Operations Supervisor - (613)-893-4182 – rreid@frontenacislands.ca

Application No: \_\_\_\_\_ Date: \_\_\_\_\_

Please complete the following required information:

<b>1. I hereby make an application to:</b>
- Construct/New: _____ Alter/Improve _____ Remove _____ - Residential: _____ Commercial: _____ Agricultural: _____ As means of access to a (Description of Establishment) _____
<b>2. Registered Owner:</b>
Name: _____ Phone No: _____ Address: _____ City: _____ Province: _____ Postal Code: _____
<b>3. Location of Property:</b>
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): _____
<b>4. Please attach site plan or sketch showing the location of the structure, requested entrance, and other landmarks on the property. (please show measurements)</b>



A \$50.00 non-refundable fee is to be paid at the time of submission of the application; also an \$800.00 security deposited 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 Operations Supervisor 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

<u>D Meters</u>	<u>Minimum Length is Meters</u>
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.**

