



Application for Entrance Permit

Permit # EP _____
Valid for 1 year only

Date of Appliation	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"/> Deposition of Fill

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, as well as any other authority or jurisdiction in which a permit is required. All work is to meet provisions of the current by-laws.

Signature: _____

Date: _____

This Application is hereby made to: (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Construct an upaved entrance
<input type="checkbox"/> Residential <input type="checkbox"/> Farm Use

<input type="checkbox"/> Construct a paved 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 a temporary entrance or use any part of the right-of-way of a Howick Township road as a means of temporary access to and from a property | <input type="checkbox"/> Construct an entrance fo the deposition of fill

<input type="checkbox"/> Change the design of an existing entrance

<input type="checkbox"/> Change the location of an existing entrance

<input type="checkbox"/> Construct/alter curbs, gutters or other permanent works related to a new entrance

<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 stakes 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



Road Name: _____

For Office Use Only					
Size of culvert required	Diameter	Length	Gauge	Approved by :	Date
Remarks:					
Final approval by:			Date		Deposit returned Yes No
Payment - Fee:		Cash/Cheque/Debit	AMOUNT: _____	Receipt #	
Payment - Deposit:		Cash/Cheque/Debit	AMOUNT: _____	Receipt #	

Deposit will not be refunded if this application exceeds the one year deadline.

Entrance Permit

An **entrance permit fee is required** and can be paid at the Howick Township Office. A **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. If we have not received your final approval/refund request prior to the one year date of application, your file will be closed and deposit will **not be refunded.**

Note: Please note that the owner of the property is solely responsible for ensuring that all required permits are obtained from the appropriate entities and that all work to be completed is in compliance with both the Township's requirements, as well as any other agency or jurisdiction in which an approval and/or permit is required (I.e. MVCA or SVCA).

Maitland Valley Conservation Authority
1093 Marietta St, Wroxeter ON N0G 2X0
Phone: (519) 335-3557

Saugeen Valley Conservation Authority
12-1078 Bruce Rd, Formosa ON N0G 1W0
Phone: (519) 357-3040

Entrance standards and specifications

In general, all entrances must be located to provide suitable spacing and visibility requirements as follows unless specified otherwise within the permit at the discretion of the Public Works Coordinator:

1. With a posted speed of 80 km/h, at least 30.0 metres from an intersection.
2. No entrances to be permitted within a sight triangle.
3. Minimum distance between driveway and lot line is 1.5 metres (4.9 feet) from side lot line.
4. With a posted speed of 80 km/h, minimum allowable distance of 65 metres from the entrance to the end of the 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 Public Works Coordinator.
6. Minimum vertical and horizontal sight distances required are as follows for residential and commercial entrances:

speed limit	minimum sight distance in metres
50 km/h	65
60 km/h	85
70 km/h	110
80 km/h	135

7. Designs not outlined above are to be as per the Ministry of Transportation Geometric Design Standard Manual.
8. 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.
9. Minimum vertical and horizontal sight distances required are as follows for an entrance for the deposition of fill:

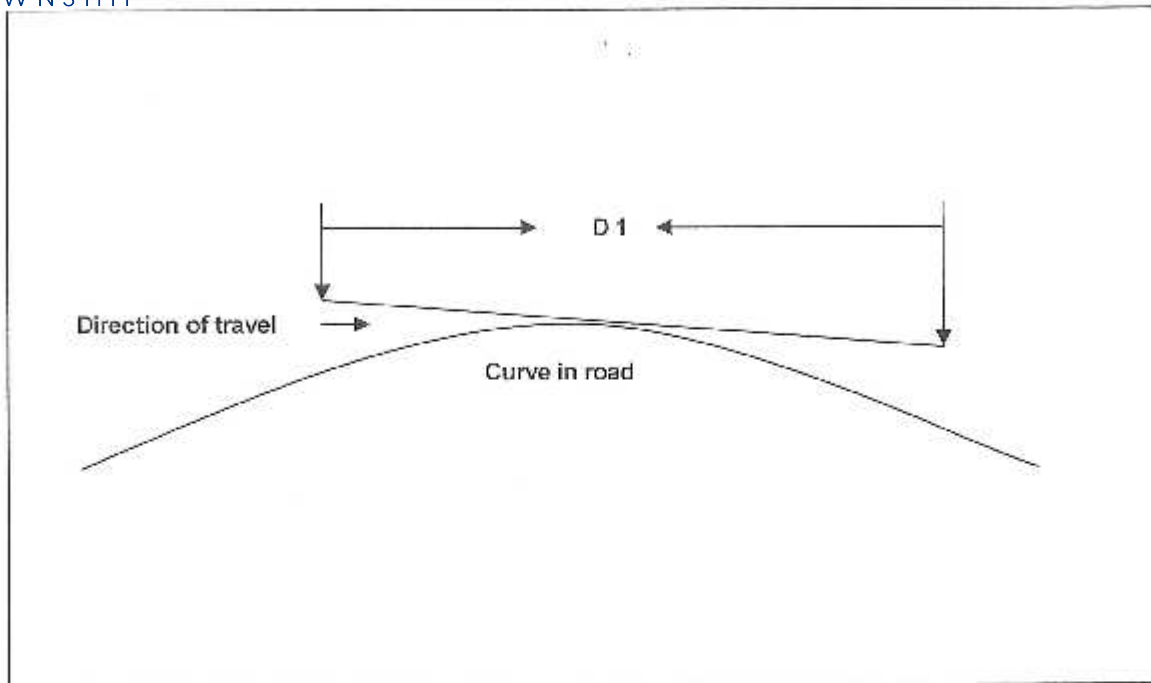
speed limit	minimum sight distance in metres
50 km/h	135
60 km/h	170
70 km/h	200
80 km/h	230

10. Entrances within subdivisions and built-up hamlet areas are to be constructed in conformity with the Engineering Design Criteria Manual.

Installation Specifications

All entrances must be constructed to the satisfaction of the Public Works Co-ordinator and meet the following specifications unless specified otherwise within the permit at the discretion of the Public Works Co-ordinator:

1. Minimum entrance culvert diameter is 400 mm.
2. Minimum residential entrance culvert width is 9.0 metres.
3. Minimum commercial entrance culvert width is 12.0 metres.
4. Minimum entrance for the deposition of fill material is 12.0 metres.
5. Residential entrance culvert to be new, minimum 1.6 mm (16 gauge) thickness helical c.s.p.
6. Commercial entrance culvert to be new, minimum 2.0 mm (14 gauge) thickness helical c.s.p.
7. Entrance culvert for the deposition of fill material to be new, minimum 2.8 mm (12 gauge) thickness helical c.s.p.
8. Entrance culvert to have end protection or headwalls suitable for protecting the ends of the culvert from crushing.
9. Culvert headwalls may not be higher than the level of the road shoulder at the rounding.
10. Entrances for the deposition of fill to have marking or delineation for easy identification.
11. Entrance culverts shall be constructed to the proper grade so as to provide for the free and unimpeded flow of water through the culvert.
12. Residential culverts shall be covered with granular "A" material, equal in depth to at least 150 mm or one-third of the culvert diameter, whichever is greater.
13. Commercial or entrance culverts for the deposition for fill material shall be covered with granular "A" material, equal in depth to at least 250 mm or one-third of the culvert diameter, whichever is greater.
14. Surface of entrance may not be higher than the level of the road shoulder at the rounding.
15. Entrance gradient to be 6% maximum for residential entrances, 10% maximum for farm and field entrances.
16. Entrance to be designed to prevent the flow of water onto the travelled portion of the roadway.
17. Entrances must have an unobstructed sight triangle
18. **Final Inspection Request Form must be received prior to 1 year date of application for final inspection and refund of deposit.**

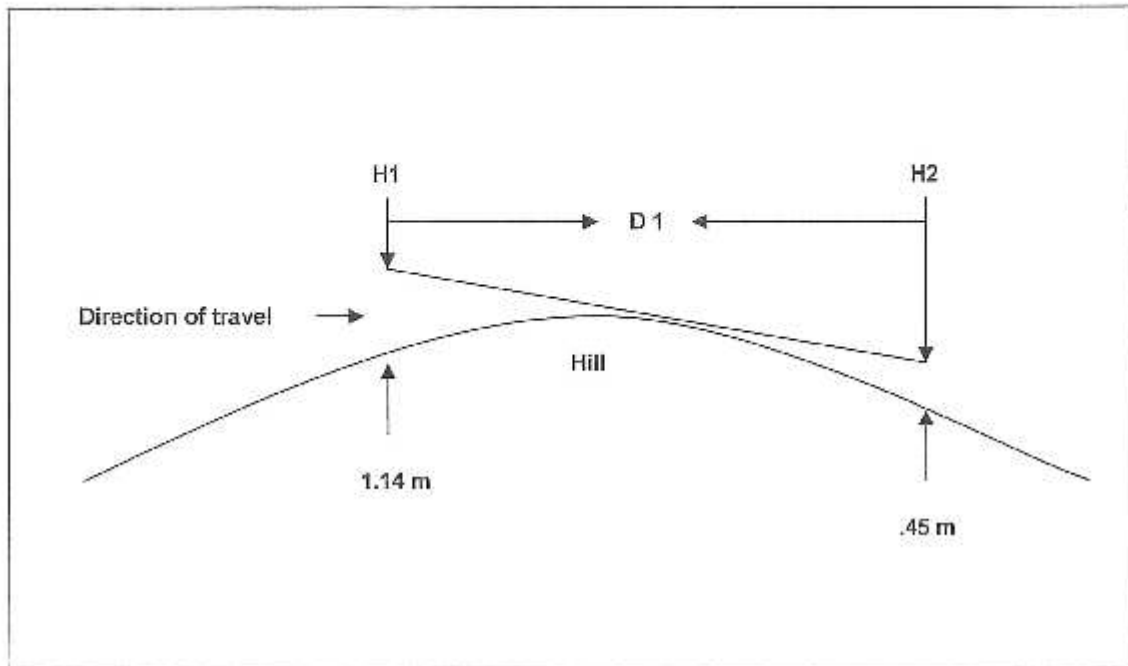


D1 = sight distance required

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

	Residential/Commercial Entrances		Deposition of Fill Entrances
	<u>Sight Distance</u>	<u>Speed</u>	<u>Sight Distance</u>
D 1 =	135m -----	80 km/h	230m ----- 80 km/h
	110m -----	70 km/h	200m ----- 70 km/h
	85m -----	60 km/h	170m ----- 60 km/h
	65m -----	50 km/h	135m ----- 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.



$$H1 = 1.14 \text{ m}$$

$$H2 = .45 \text{ m}$$

D1 = sight distance required

**Residential/Commercial
Entrances**

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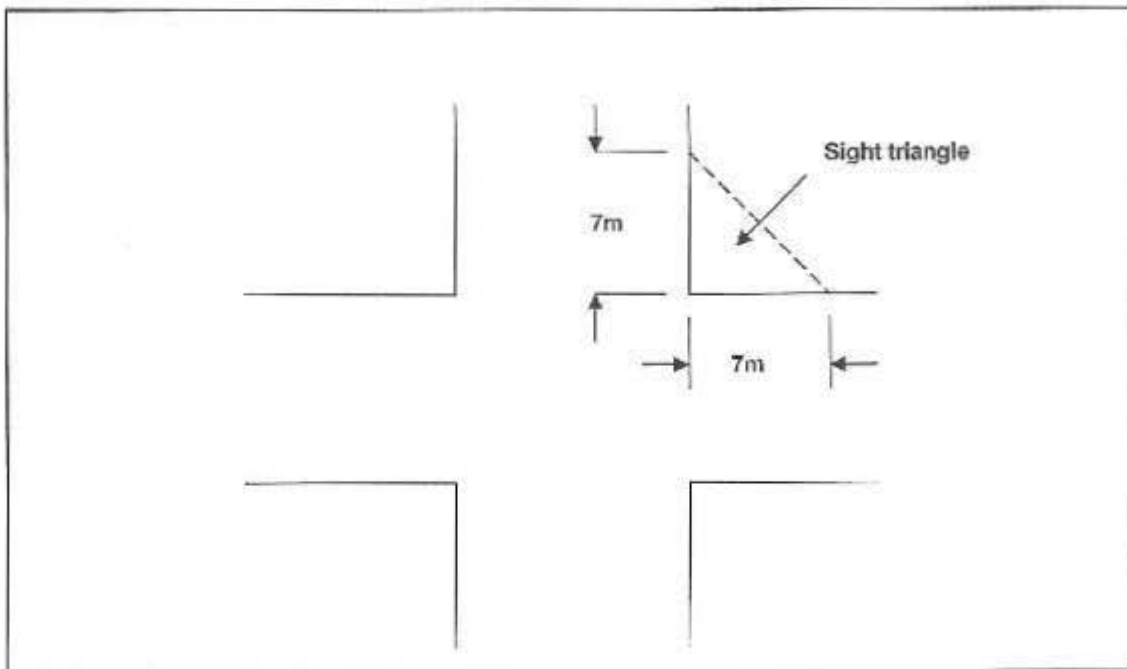
D 1 =	135m -----	80 km/h
	110m -----	70 km/h
	85m -----	60 km/h
	65m -----	50 km/h

**Deposition of Fill
Entrances**

Sight Distance	Speed
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230m -----	80 km/h
200m -----	70 km/h
170m -----	60 km/h
135m -----	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.



Sight Triangle

The sight triangle is the area from the intersection of two roads, measured 7m in both directions on the property lines with a straight line drawn between these points