Corporation of the
Township of Alberton

Application for Entrance Permit

By-Law 24/04 & 27/07 as amended

Applicant Information

Owner Name(s): Roll Number: 59-11-000-000- -0000

Phone: Email:

Mailing Address: City:

Province: Postal Code:

Reason for Application

Please select the reason for your application:

☐ New Entrance ☐ Temporary Entrance ☐ Entrance Relocation

☐ Remove ☐ Entrance Widening ☐ Culvert Repair or Replacement

☐ Additional Entrance(s) Number of Entrances: Entrance Width (ft.):

Is this application in conjunction with a land severance? ☐ Yes ☐ No

If yes, please provide Severance Application Number:

Usage

Please indicate the type of usage:

☐ Residential ☐ Commercial/ Industrial ☐ Agricultural/ Field Access

☐ Recreational ☐ Change Use (i.e., residential to commercial) ☐ Other (specify):

Site Location

Lot: Concession:

Reference Plan: Part Number:

Road Name: Fire Number:

Side of Road: ☐ North ☐ South ☐ East ☐ West

Site Details

Culvert Required: ☐ Yes ☐ No

If yes, complete the following:

Pipe/Culvert measurements: Length (ft.): Diameter (in.):

Pipe/Culvert Type: ☐ Galvanized Metal ☐ Other (specify):

Surface Material: ☐ Gravel ☐ Asphalt ☐ Concrete ☐ Other (specify):

NOTE: A minimum thickness of six (6) inches of granular material is required on all entranceways By-law 24/04

The Road and Parks Superintendent will determine the appropriate size, quality, design and construction of the drainage structure that is required to be installed.

IMPORTANT: PLEASE STAKE LOCATION OF THE PROPOSED ENTRANCE SITE

Indemnity

As Applicant of this Application for Entrance Permit, I acknowledge responsibility for all expenses for construction, alteration, maintenance, and/or operation, and that work shall not commence prior to the issuance of a permit by the Township and in accordance with specifications set out in By-law 24-04, and 27/07, and Schedule of Specifications attached and forming part of this Application and that I have read and received a copy of said By-Law and Schedule of Specifications.

In consideration of any permit being issued in respect of this Application, I/we, the Applicant herein, of ourselves, heirs, executors, administrators, successors and assigns hereby agree to observe, keep and perform and be subject to the regulations and considerations of the said Permit and to indemnify and save harmless, the Corporation of the Township of Alberton, and any officer, appointed or otherwise or any employee, their heirs, executors, successors and assigns from all loss, costs, charges, damages, expenses, claims and demands whatsoever to which the Corporation, it's officers or employees may be put or of anything done or omitted to be done in the construction, maintenance, alteration or operation of the works authorized herein.

Signature of Applicant Date:

For Office Use

Distance of clear view (ft.):	Left	Right
Does property intersect a corner?	Yes	No
Owner to clear and remove brush?	Yes	No
Special warning signs required?	Yes	No
Comments:		
Application for Entrance Permit approved?	Yes	No
If no, explain:		

Road & Parks Superintendent Signature Date:

Notice of Collection of Personal Information

Personal information on this form is collected under the legal authority of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, and is subject to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA). The information is collected for the principal purpose of processing, reviewing, and administering your Entrance Permit application, conducting site inspections, and maintaining municipal records. Questions regarding this collection may be directed to the CAO/Clerk-Treasurer, Township of Alberton, 3 Highway 611 S., B2 RR#1, Fort Frances, Ontario, P9A 3M2, or (807) 274-6053.

THE CORPORATION OF THE MUNICIPALITY OF ALBERTON

BY-LAW NO. 27/07

A By-law to amend By-Law #24/04 regarding the installation of entrances and culverts on municipal roads

WHEREAS Section 11(1) of the *Municipal Act, 2001*, R.S.O. 2001, c.25, provides that municipalities have jurisdiction over highways;

WHEREAS Section 11(6) of the *Municipal Act, 2001*, R.S.O. 2001, c.25, provides that municipalities have jurisdiction over drainage and flood control, except storm sewers;

AND WHEREAS Council for the Township of Alberton passed By-Law #24/04, which governs and regulate the size and mode of construction of culverts and bridges that cross any drain or water course situated on a highway under the jurisdiction of the Township, and prohibits the obstruction of any drain or water course, which by-law was amended by By-Law #12/06;

AND WHEREAS Council for the Township of Alberton deems it expedient to amend the said By-Law #24/04 and By-law #12/06 by amending the minimum culvert length requirement;

NOW THEREFORE the Council of the Corporation of the Township of Alberton enacts as follows:

1. That the final phrase in clause #3 of By-Law #24/04, and Section 2 of By-Law #12/06, which reads:

   "with a minimum opening of 18" in diameter and a minimum length of 25 lineal feet"

   shall be and is hereby amended to read as follows:

   "with a minimum opening of 18" in diameter and a minimum length of 30 lineal feet".

2. This By-Law shall come into force and take effect on final passing hereof.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 3RD DAY OF OCTOBER, 2007.

Reeve

Clerk

THE CORPORATION OF THE MUNICIPALITY OF ALBERTON
BY-LAW NO. 24/04

COPY

A By-law to regulate the installation of entrances on municipal roads

WHEREAS Section 11(1) of the *Municipal Act, 2001*, R.S.O. 2001, c.25, provides that municipalities have jurisdiction over highways;

WHEREAS Section 11(6) of the *Municipal Act, 2001*, R.S.O. 2001, c.25, provides that municipalities have jurisdiction over drainage and flood control, except storm sewers;

AND WHEREAS Council for the Township of Alberton deems it expedient to pass a by-law to permit and regulate the size and mode of construction of culverts and bridges that cross any drain or water course situated on a highway under the jurisdiction of the Township, and to prohibit the obstruction of any drain or water course;

NOW THEREFORE the Council of the Corporation of the Township of Alberton enacts as follows:

1. Definitions:

   For the purpose of this by-law, an "entrance way" is any driveway, laneway, private road, entrance, bridge or other structure of facility constructed or used as a means of access to a Township Road and includes the tiling and covering or filling in of a roadside ditch for the purpose of improving a lawn or frontage.

   For the purpose of this by-law, an "owner" is any person making application for an entrance to or from property owned by him or who is the owner of property for which an entrance permit was previously issued.

2. That no person shall construct an entrance way without first:

   (a) submitting an executed Application for Entrance Permit, a copy of which is attached hereto as Schedule "A" and forms part of this by-law, to the Municipal Road Superintendent; and

   (b) obtaining a Permit, a copy of which is attached hereto as Schedule "B" and forms part of this by-law, issued by the Municipal Road Superintendent approving the application and installation.

3. That the size, quality, type, design and construction of drainage structure to be placed shall be determined and approved by the Municipal Road Superintendent for the Township of Alberton. Corrugated steel or iron pipe culverts shall be of new material, with a minimum opening of 15" in diameter and a minimum length of 24 lineal feet.

4. That the location of the entrance way must be approved by the Municipal Road Superintendent for the Township of Alberton to ensure maximum safety and free flow of traffic, to minimize the possibility of interference with the road and to avoid the creation or aggravation of any road, road right-of-way or road allowance maintenance problem.

5. That the construction of all entrance ways, structures or facilities for access to or from a municipal road shall be carried out in accordance with the specifications of the Township of Alberton and under the direction of its Municipal Road Superintendent, unless same is/are otherwise authorized in writing on the Permit issued by the Municipal Road Superintendent.

6. In all cases where the construction is carried out by the Township of Alberton, the entire cost of the work shall be paid by the Applicant to the Township of Alberton. The payment shall be made in advance and shall be based on the Municipal Road Superintendent's estimate of the cost of construction. Following completion of construction, the actual cost shall be determined within a reasonable time and the balance owing or refundable determined.

7. That, where a culvert in excess of 50 feet in length is required, the owner shall be required to construct as many catch basins, inlet and outlet structures as may be necessary in the opinion of the Municipal Road Superintendent to facilitate the drainage from or alongside the road.

8. That no person shall apply an asphalt or other hard surface to that portion of an entrance way on the road allowance of a municipal road except under a permit issued by the Municipal Road Superintendent. No concrete surfaces are permitted on the road allowance as part of any entrance way.

9. That the owner shall maintain and replace, from time to time as deemed necessary by the Municipal Road Superintendent for the Township of Alberton, all culverts installed under the provisions of this by-law. The Township of Alberton will bear the cost of culvert replacement only when road repairs or maintenance conducted by the Township requires the culvert to be removed or causes damage to the culvert.

10. The installation and maintenance of the driving surfaces of all entrance ways shall be the responsibility of the owner. A minimum thickness of six (6) inches of granular material shall be placed as a driving surface on all entrance ways excepting, subject to a permit of approval, that a bituminous surface may be applied.

11. That, if an owner neglects or refused to comply with any provision of this by-law, the Township of Alberton shall remove the facility, as necessary, and install a property entrance way, and any expense incurred by the Township for so doing shall be recovered from the owner by appropriate action.

12. That every person who contravenes the any provision of this by-law is guilty of an offence and, on summary conviction, is liable to a fine of not less than $25.00 and not more than $300.00, exclusive of costs.

13. That By-Law #7/98 be and is hereby rescinded.

14. This By-Law shall come into force and take effect on final passing hereof.

READ A FIRST, SECOND AND THIRD TIME AND PASSED THIS 14TH DAY OF JULY, 2004.

Reeve

Clerk