



HALDIMAND COUNTY
ROADS OPERATIONS DIVISION
 1162 Kohler Road, Cayuga ON N0A 1E0
 (905) 318-5932 x 8601 Fax: (905) 772-3779
 operations@haldimandcounty.on.ca

NO CHARGE

MINOR ENTRANCE ALTERATION PERMIT - ENTRANCE / DRIVEWAYS

Paving Asphalt Driveway / Entrance Pouring Concrete Driveway / Entrance
 Concrete Curbs or Walkway Entrance/Driveway

NOTE: any alteration other than the above items (size of the driveway, adding new entrances, closing an existing entrance, modification to a culvert, etc..) requires an Entrance Permit instead of the Minor Entrance Alteration Permit.

APPLICANT INFORMATION

Applicant Name: _____

Mailing Address: _____

Telephone: _____ Email / Fax: _____

Contractor doing the Work (if applicable): _____

WORK LOCATION / DETAILS

911 #/House #	Lot & Conc./Street	Former Township/Town
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To do the following work involving the use of public right of way in Haldimand County. State the exact nature, purpose and location of the proposed work:

Date of Planned Work: _____

REGULATIONS GOVERNING THE OCCUPATION OF MUNICIPAL HIGHWAYS

1. The Applicant to whom this permit is issued shall be held responsible for all accidents to any person or property by reason thereof, and shall be responsible for advising their homeowners insurance of the work being completed to ensure they are properly insured.
2. The Applicant is responsible for ensuring the person(s) and/or Contractor they retain to perform the work is competent and properly insured to do such works. The Applicant is responsible for ensuring traffic control devices and/or personnel is maintained as per OTM Book 7 and that they take care and precautions for the protection and safety of the public.
3. At no time shall the traveled roadway or sidewalk be totally obstructed and at all times there shall be an open unobstructed portion of the roadway not less than 3.5 meters wide, for the free and safe passage of vehicles or pedestrians.
4. Where any portion of the county right of way is disturbed, the applicant must replace with the same and it shall be left in the same condition or better condition than it was before. If not repaired to the satisfaction of Haldimand County, the County may have the work completed and invoice costs back to the Applicant.
5. This permit must be submitted a minimum of 48 hours prior to any work being completed, and faxed, emailed or dropped off at the County Kohler Office. This permit expires six (6) months from the Application Date.
6. A copy of this permit must be onsite and available to be produced if requested by the Road Authority at all times during construction.

I hereby agree to comply with the above mentioned regulations and conditions thereof. I also hereby agree and bind myself, my heirs, executors and administrators, to be responsible to Haldimand County for, and to indemnify and save harmless The Corporation of Haldimand County, its Mayor, Councillors, officers, directors, employees, agents, representatives, successors and assigns, from and against any and all claims, causes of action, demands, losses, costs, charges, fees, including legal fees, expenses, duties, dues, accounts, covenants, or other proceedings of every kind or nature whatsoever at law or in equity brought against, suffered by or imposed upon Haldimand County arising from the work to be completed pursuant to the issuance of the Minor Entrance Alteration Permit, and to bear the cost of repairs to road surface or other necessary repairs, which may be necessary by reason of work done under this permit.

 Applicant Signature

 Application Date