

**MUNICIPALITY OF CENTRAL MANITOULIN**

**ENTRANCE PERMIT APPLICATION**

DATE: \_\_\_\_\_

APPLICANT NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

LOT: \_\_\_\_\_ CONC: \_\_\_\_\_ PLAN: \_\_\_\_\_ TOWNSHIP: \_\_\_\_\_

ENTRANCE PARTICULARS:

RESIDENTIAL: \_\_\_\_\_ FARM/FIELD: \_\_\_\_\_ COMMERCIAL: \_\_\_\_\_

NOTES: \_\_\_\_\_

\_\_\_\_\_

PLEASE DRAW A SKETCH (ON THE BACK OF THIS APPLICATION) OF THE PROPOSED ENTRANCE. PLEASE GIVE DIMENSIONS OF LOT AND ANY OTHER IDENTIFYING FEATURES SO THAT THE ROAD SUPERINTENDENT MAY INSPECT THE PROPOSED SITE.

- THE ACTUAL PROPOSED LOCATION SHALL BE MARKED WITH STAKES.
- NO CONSTRUCTION OF AN ENTRANCE SHALL COMMENCE UNTIL THE APPROVAL HAS BEEN ISSUED.

SIGNATURE OF APPLICANT: \_\_\_\_\_

APPROVALS: (OFFICE USE ONLY)

1. FEE: \$20.00 PAID \_\_\_\_\_

2. LOCATION APPROVED: \_\_\_\_\_

DATE SITE INSPECTED: \_\_\_\_\_

3. CONSTRUCTION APPROVED: \_\_\_\_\_

DATE CONSTRUCTION APPROVED: \_\_\_\_\_

TOWNSHIP OF CENTRAL MANITOULIN

BY-LAW 2000-002 "A"

BEING A BY-LAW TO ADOPT AN ENTRANCE PERMIT SYSTEM FOR THE TOWNSHIP OF CENTRAL MANITOULIN.

WHEREAS THE CORPORATION OF THE TOWNSHIP OF CENTRAL MANITOULIN FINDS IT ADVISABLE TO HAVE AN ENTRANCE PERMIT SYSTEM, AND;

WHEREAS UNDER Chapter M.45, Section 262, Municipal Act, R.S.O. 1990, the council of every municipality has jurisdiction over all highways and bridges within the municipality.

NOW THEREFORE the Council of the Corporation of the Township of Central Manitoulin enacts as follows:

1. THAT the Corporation of the Township of Central Manitoulin establish a driveway entrance permit system, and;
2. THAT entrance permits shall be issued under the specifications attached as "Schedule A", and;
3. THAT entrance permits shall be required for new entrances and for upgrades of existing entrances, and;
4. THAT the municipality may require culvert installation, that is, depth and location, so as to facilitate future and/or proposed ditch construction on the part of the municipality, and;
5. THAT the municipality may, in special instances, exempt the requirement for a culvert in a location where no water flows are foreseeable, and;
6. THAT if the work is not carried out to the satisfaction of the Road Superintendent according to the specifications attached, then the Municipality may have the work done and the owner will be billed for the work, and;
7. THAT appeals to the entrance permit process or system may be directed to the Clerk Treasurer, who may refer the matter to Council; and
8. That a permit fee of \$20 be imposed to accompany the application for an entrance permit; and
9. THAT a fine of up to \$500.00 may be levied for contravention of this by-law, and;
10. THAT this by-law will come into force and take effect on the date that it is finally read passed by the Council of the Township of Central Manitoulin.

READ A THIS FIRST TIME THIS      DAY OF                      , 2000.

READ A SECOND AND THIRD TIME THIS      DAY OF                      , 2000.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CLERK

## ENTRANCE WAY SPECIFICATIONS

1. Where drainage is provided by existing roadside gutters, entrances may be constructed so as to fall to the elevation of the gutter line.
2. Except as in Section 1 (above), each entrance must be designed, constructed and maintained in such a manner so as to prevent the discharge of surface water from the entrance way or from private property onto the traveled portion of the road.
3. Commercial entrances shall be constructed in accordance with the "Commercial Site Access Standards", established by the Ministry of Transportation.
4. Concrete curbing will not be allowed within fifteen (15) feet of the edge of the traveled portion of the road, except where it ties into existing concrete.
5. Drainage structures other than culverts must be designed and constructed according to Ministry of Transportation standards.
6. Culverts shall be placed so as not to impede the flow of water through them.
7. In all cases, design and construction is subject to the approval of the Road Supt.
8. A minimum thickness of six (6) inches of crushed granular material shall be placed as the driving surface on all entrance ways excepting, subject to approval, a bituminous surface may be applied.
9. During construction of the entrance, the drainage structure shall be protected from denting or scouring of the galvanized coating.
10. Cut and fill side slopes shall have a minimum fall of one vertical to two horizontal.
11. The construction of entrance pillars is not permitted on municipal highways, roads, streets or right-of -ways.
12. Permits will not be issued for culvert headwalls. Head walls removed by Township employees during the course of maintenance or construction operations will not be replaced by the Township.

## INSTALLATION SPECIFICATIONS FOR CULVERT ENTRANCES

- a) The property owner shall supply all labour and materials at his/her own cost.
- b) New corrugated galvanized metal pipe shall be used.
- c) The minimum culvert length shall be twenty feet (20 feet) depending on the depth and other conditions and as required by the road supt. and the minimum diameter shall be 15 inches. Minimum thickness shall be 16 gauge(1.6mm).
- d) The bottom of the culvert shall be 2 inches (5cm) below the existing or planned stream or ditch bed.
- e) Additional culvert length may be required to maintain the required entrance top width.
- f) The minimum top entrance width shall be 20 feet (6.1 metres).
- g) Entrances shall be constructed with approved material (i.e. pit run or 5/8" crushed gravel).
- h) Six inches (15cm) of granular type "A" gravel shall be placed from the pavement or traveled edge of the road to the property line for rural entrances.
- i) Asphalt pavement shall be placed from pavement edge to property line for urban and commercial entrances where the road surface is asphalt.
- j) The ends of entrances shall be 2:1 slope with no headwalls, curbs or any other obstructions permitted.

**TOWNSHIP OF CENTRAL MANITOULIN**

**BY-LAW 2004-22**

**BEING A BY-LAW TO AMEND THE BY-LAW 2000-002 "A" AN ENTRANCE PERMIT SYSTEM FOR THE TOWNSHIP OF CENTRAL MANITOULIN.**

WHEREAS THE CORPORATION OF THE TOWNSHIP OF CENTRAL MANITOULIN FINDS IT ADVISABLE TO HAVE AN ENTRANCE PERMIT SYSTEM, AND;

WHEREAS UNDER Chapter M.45, Section 262, Municipal Act, R.S.O. 1990, the council of every municipality has jurisdiction over all highways and bridges within the municipality.

NOW THEREFORE the Council of the Corporation of the Township of Central Manitoulin enacts as follows:

THAT Schedule "A" be amended to read:

12 (b) New corrugated galvanized metal pipe or ribbed plastic pipe shall be used.

(c) The minimum culvert length shall be twenty-five feet (25 feet) depending on the depth and other conditions and as required by the road supt. and the minimum diameter shall be 15 inches. Minimum thickness shall be 16 gauge(1.6mm).

READ A THIS FIRST TIME, SECOND AND THIRD TIME THIS 24<sup>TH</sup> DAY OF JUNE, 2004.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
CLERK

I, Ruth Frawley, Clerk of the Township of Central Manitoulin, hereby certify that the foregoing is a true copy of By-Law No. 2004-22 which was passed by Council at its meeting on the 24<sup>th</sup> day of June, 2004.

\_\_\_\_\_  
Clerk