

OFFICE USE ONLY:
Permit #:

ENTRANCE APPLICATION

SECTION 1 - APPLICANT INFORMATION

APPLICANT NAME: TELEPHONE: EXT:

OWNER NAME if different than applicant: TELEPHONE (Cell):

MAILING ADDRESS: CITY: PROV/STATE: POSTAL/ZIP CODE:

EMAIL:

SECTION 2 - APPLICATION TYPE

PERMIT OPINION (Deposit not required) OPINION UPGRADE to PERMIT
Indicate Opinion # then Proceed to Payment, Page 2. Balance of application not required.

OPINION #:

NEW entrance installation - INDICATE CLASSIFICATION REQUESTED:

RECLASSIFICATION of existing entrance - INDICATE CLASSIFICATION REQUESTED:
(example: change from field to residential or residential to commercial)

RELOCATION of existing entrance - INDICATE CLASSIFICATION OF EXISTING ENTRANCE

UPGRADE existing entrance - INDICATE CLASSIFICATION OF EXISTING ENTRANCE:
(example: widen, pave existing entrance)
Type of Upgrade:

CLASSIFICATION (& FEES)

Residential (\$150 Fee, \$500 Deposit)

Field (\$150 Fee, \$500 Deposit)

Field (\$150 Fee, \$500 Deposit)

Commercial (\$450 Fee, \$2,500 Deposit)

Temporary (\$450 Fee, \$2,500 Deposit)

SECTION 3 - ENTRANCE LOCATION

Attach supporting documentation (sketch, plan, etc.) showing location and size of property and the proposed location of the entrance.
Proposed location must be clearly marked before County official attends site.
Application Notice provided by Dufferin County Public Works must be posted at all times.

DUFFERIN ROAD # SIDE OF ROAD: N S E W

EMERGENCY NUMBER NOTE - all NEW or RELOCATED entrances will require an
(existing entrances only): Emergency Number to be assigned - include fee on Payment form.

ROLL #: (19 digits, not dashes or spaces)

LOT: CON: TOWNSHIP:

IF PROPERTY IS BEING SEVERED OR HAS BEEN SEVERED IN LAST 3 YEARS PROVIDE SEVERANCE #:

IF PROPERTY HAS BEEN IN YOUR NAME LESS THAN 3 YRS PROVIDE PREVIOUS OWNER'S NAME:

IS THIS PROPERTY LOCATED IN AN AREA PROTECTED BY A CONSERVATION AUTHORITY? IF "YES", INDICATE CONSERVATION AUTHORITY AND ATTACH APPROVED SITE PLAN
 NO

PAYMENT MUST ACCOMPANY APPLICATION. VISA, MASTERCARD CASH, CHEQUE ACCEPTED. COMPLETE ATTACHED.

The personal information collected on this form is collected under the authority of the Municipal Freedom of Information and Protection of Privacy Act. and will be used for the proper administration of Entrance Applications. Questions about this collection should be addressed to the Co-ordinator for the County of Dufferin, Clerk at 519-941-2816 ext. 2503.

PAYMENT OPTIONS**PAYMENTS ONLINE***

Dufferin County is now offering secure online payment processing for select services.

Please visit, <https://www.dufferincounty.ca/purchase> and select the appropriate service you are paying for.

PAYMENTS BY MAIL*

Payment by cheque may mailed shall not be postdated and shall include a copy of the application that was submitted.

PAYMENTS MADE IN PERSON*

Payments may be made in person at:

Dufferin County
55 Zina Street
Orangeville, ON, L9W 1E5

Monday thru Friday 830am-430pm (excluding holidays)

Payment in the form of cash, money order, Visa, or MasterCard will be accepted

*Payment in full must be made prior to any service commencing, or permits being issued.

*All returned payments will be subject to a \$20.00 NSF fee.