

GENERAL CONDITIONS

A signed agreement with the Municipality that will include but not limited to the requirements below.

1. A plan of survey, establishing the boundaries of the road allowance and the proposed work.
2. A written description of the work to be done, including the location of such work within the road, and the effect of such work, if any, on any adjacent property. The description must be approved by the Council of the Corporation or delegated authority before any work is commenced. No concrete surface shall be placed within the road allowance.
3. The views in writing of the owners of each parcel of land which abuts the road to be improved. Proof of notification by registered letter is acceptable.
4. An insurance policy with liability cover of not less than \$5,000,000.00 with respect to liability to any persons using the road until the improvements are completed. Such policy could be reviewed by the Corporation insurer.
5. An irrevocable standby letter of credit or certified cheque for full amount of the value of the improvements, (Contractor quotes are used to determine value of the improvements), issued by a chartered bank. Plus the cost of this Agreement of \$350.00
6. From the time application to the time of entering into the agreement shall not be more than 6 months. If this time frame is exceeded then the application will be considered null and void and the deposit will be returned and the \$350.00 will be forfeited to the municipality.
7. It is the property owner's responsibility to contact The Public Works Department for final inspection. If no final inspection has been made after a prior to the completion date, (from the date of application) the *municipality will retain* the performance bond. Call Public Works at 1-877-566-0005 or 705-635-2851.

THIS SECTION TO BE COMPLETED BY APPLICANT

PROPERTY OWNERS NAME:	
ADDRESS:	POSTAL CODE:
TELEPHONE:	
CONTRACTORS NAME	
TELEPHONE #	FAX #
PROPERTY ROLL NUMBER:	
LOCATION OF ROAD ALLOWANCE: LOT:	CONCESSION:
WARD:	CLOSEST MUNICIPAL ROAD
LOCATION DESCRIPTION (ATTACH SKETCH AND SURVEY INFORMATION)	
DATE:	SIGNATURE:

PERMIT APPROVAL

To be completed by the Township of Lake of Bays before construction.

Office Use Only

Received by:		Date Received:	
Cash <input type="checkbox"/>	Cheque <input type="checkbox"/>	Amount:	
01-1-300000-14010	(\$350.00)	01-4-041000-41020	Minimum (\$500.00)
# 36	\$ _____	# 7	\$ _____

RECEIPT ISSUED (Date) _____ Mail _____ Hand Delivered _____

LOCATION INSPECTED BY _____

DATE _____ SIGNATURE _____

COUNCIL APPROVAL REQUIRED YES NO

REMARKS/INSTRUCTIONS TO APPLICANT: _____

CIRCULATED TO:

Department	Date _____	Remarks Received
Building	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Planning	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Clerks	<input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

INSTALLATION APPROVAL

(Applicant to arrange for final inspection through Public Works Office)

APPROVED: YES NO DATE: _____

DEFICIENCIES (IF APPLICABLE) _____

INSPECTED BY: _____ DATE: _____

LETTER TO: APPLICANT TREASURY DEPARTMENT PUBLIC WORKS

INVOICE REQUIRED: YES NO

PERFORMANCE BOND REFUND \$ _____ DATE _____