



ACCESS PERMIT (DRIVEWAY) Application

APPLICANT INFORMATION

Owner Name:

Agent Name (if applicable):

Property Address:

Mailing Address (if different):

Email:

Phone No.:

REQUIREMENTS

Please include the following with your application:

- | | | | |
|--------------------------|---|-------------|------------|
| <input type="checkbox"/> | Sketch of the proposed widening to the driveway | | |
| <input type="checkbox"/> | Application Fee (non-Refundable) | (MS-DRVWY) | \$50.00 |
| <input type="checkbox"/> | Damage Deposit | (MS-DAMDEP) | \$1,000.00 |

* Fees will be collected in accordance with the current Fees & Charges Bylaw

PAID STAMP

CONDITIONS

1. No construction is to commence prior to the site inspections and issuance of a permit to construct.
2. Driveway access must be constructed in conformance with the City of Duncan approved standards as attached, and the conditions set out in the permit.
3. Driveway access must be maintained in good condition and repair.

SIGNATURE

I agree to the above conditions and to indemnify the City of Duncan from any and all claims, demands, actions, suits or other proceedings by anyone, made or brought against the City of Duncan by reason of, or arising out of the work covered in this application.

Applicant Signature

Date

OFFICE USE ONLY

PUBLIC WORKS APPROVAL

Date of Inspection:

Approved: Yes No

Permission has been granted to construct a driveway access to the above referenced property in accordance with the following conditions:

1. All construction to conform to the attached driveway specifications.
2. Owner/agent is to ensure the road boulevard is maintained in good condition throughout building construction period.
3. Owner / agent to call Public Works for inspection of driveway grade preparation.

Director of Public Works Signature

Date

Personal information you provide on this form is collected pursuant to Section 26 of the *Freedom of Information and Protection of Privacy Act* and will only be used for the purpose of processing this application. Your personal information will not be released except in accordance with the *Freedom of Information and Protection of Privacy Act*. Questions about the collection of your personal information may be referred to the Corporate Services Coordinator by email: duncan@duncan.ca or phone: 250-746-6126.