



MUNICIPALITY OF MIDDLESEX CENTRE
10227 Ilderton Road – R. R. # 2 Ilderton, ON N0M 2A0
Telephone 519-666-0190 - Fax 519-666-0271

ROAD OCCUPANCY PERMIT

PERMIT # _____

Authorizing Construction on Middlesex Centre Road Allowances

Applicant Information:

Applicant Name			
Mailing Address			
		Postal Code	
Telephone		Fax / Email	

Location Information:

Address / Cross Road Name	
Location Description	
Description of Work	
Further Details:	Which Side of Road: _____ Depth Below Road/Grade _____ Distance From Road Centre Line: _____

Note: A plan/sketch showing extent and location of work must accompany this application.

Date of Work: Start: _____ Finish: _____

PERMIT FEE: \$200.00

REFUNDABLE DEPOSIT: _____ (Amount to be set by Middlesex Centre)

(Minimum deposit amount is \$2,500 payable as cash, cheque or debit)

The applicant agrees to the following terms and conditions noted below.

Terms and Conditions

1. It is the applicant’s responsibility to adhere to the Municipality’s Infrastructure Design Standards.
2. It is the applicant’s responsibility to inform Middlesex Centre when all work is to take place on the road allowance.
3. It is the applicant’s responsibility to inform Middlesex Centre when the work is complete and ready for inspection by our staff.
4. Middlesex Centre does not guarantee that the location selected for service is not in use by other utilities or services.
5. The applicant agrees prior to beginning any work on the road allowance to properly set up signage and safety devices and this shall be in conformance with the Manual of Uniform Traffic and Control Devices. Upon completion of the work all signage and safety devices shall be removed. It is the applicant’s responsibility to provide all necessary and signage and safety devices.
6. The road allowance shall not be closed at any time. If the road is to be restricted to one lane of traffic the use of properly trained traffic control persons, minimum of two, shall be used to control the flow of traffic.
7. All road crossings are to be bored. The asphalt road surface is not to be cut. All disturbed areas are to be restored to the original condition including any necessary sod, topsoil, and seeding. Damage to sidewalks or the road surface, curb and gutter, ditches shall be repaired by the applicant. If the applicant fails to restore any such damage to the satisfaction of Middlesex Centre, Middlesex Centre shall use the deposit to restore the damages and any further or additional costs will be invoiced to the applicant for payment.
8. All material that is backfilled shall be properly compacted to prevent settling. All disturbed areas are to be restored to original conditions.
9. The applicant shall ensure that all utility locates have been obtained. The applicant will be responsible for any utility repairs that are necessary if they are cut.
10. The applicant shall ensure that all surfaces and subsurface drainage in maintained all times and any such drainage works that are damaged are repaired to the satisfaction of Middlesex Centre.
11. The applicant agrees to hold Middlesex Centre harmless for any damage or liability caused by the work.
12. The applicant shall provide to Middlesex Centre a certified cheque for deposit before the work may commence along with the original signed copy of this permit.
13. The deposit will be held for 60 days after notification from the applicant that the work has been completed. The work will then be inspected by Middlesex Centre staff who will determine if the work is satisfactorily completed before the deposit is returned.
14. if the applicant is applying for a manure pipeline, refer to appendix A for Middlesex Centre’s requirements.

By signing below and beginning the described work on Middlesex Centre road allowance, the Applicant(s) agree and bind themselves to **all** the terms and conditions listed above.

Signature of Applicant

Date of Application

Middlesex Centre (Office Use Only)

Approval Signature		Date
Deposit & Fee Received/Date		
Deposit Released/Date		
Distribution	Applicant _____ File _____ Road Supervisor _____	