



Technical Services Section  
 Infrastructure Services Department  
 City of Greater Sudbury  
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 Sudbury, ON | P3A 5P3  
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## Private Entrance Application

Regulate the Use of Private Entrance, as amended

**A minimum of 2 weeks notice is required for processing**  
 Subject to permit fee of \$82.00

Application #

Previous # (if applicable)

### PROJECT INFORMATION

Application Date

House Number

Community

Street Name

Township

Lot

Con

Property Description

Frontage

Type of driveway

C of A Application #

### APPLICANT INFORMATION

Name

Mailing address

Telephone

E-mail

Request

Driveway location plan required. Attached to permit.

### DECISION

Approved

Date:

Denied

Date:

Authorized by:

**Note that Section 8(1)(3) of By-Law 2011-220 reads:**

*In the event that the applicant is not satisfied with the General Manager's decision the applicant shall be entitled to appeal the decision to the Hearing Committee within 10 days of the effective date of the services of the General Manager's decision failing which the decision of the General Manager is final*

### DISCLAIMER

The undersigned Permit Holder hereby acknowledges that they have read and understand the application, its terms and conditions and agrees to comply at all times with the application and its terms conditions or as described in the Regulate Use of Private Entrance By-Law, as amended

Applicant signature:

Technical Services:

"I/We have the authority to bind the Corporation"

**TRANSPORTATION AND INNOVATION:**

Permit Paid:  Yes  No

Payment Method:  Cash  Cheque  Debit

Receipt:  Yes  No Receipt #:

Mailed:  Yes  No

Date Mailed:  Tracking #:

The maximum width of a driveway must not exceed

**The diameter of the new culvert(s) to match the larger of, the up-stream or down-stream culvert diameter but is not to be less than 450mm (18") in diameter. Site inspection may be required.**

**Follow the attached specifications on sight lines and the pertinent portions of the City Standard GSSD-303.020**

**Road Occupancy Permit required if privately installing driveway entrance culvert. Permit fee \$42.00(2020)**

Does this application need to be reviewed by Planning Services?  Yes  No

All existing driveways to this property must be physically closed to vehicular traffic including removal of any culverts and its backfill, depressed curb, gutter, sidewalk etc. as well as any replacements as deemed necessary by City staff. These must be carried out at the serviced property owner's expense as soon as this new driveway is operational.

If the use of this driveway ever changes from this proposed intent, the City reserves the right to have the property owner physically close it at it/his / her expense.

The driveway must be constructed onto the private property which is gaining road access and must extend to the required legal parking space(s).

Maximum grade on driveway is not to exceed 10%

The driveway must tie into the existing public roadway at an angle of not less than 70 deg. and is to maintain this alignment for a minimum distance of 6.1 m (20.0')

*Note: These stipulations pertain only to the portion of the driveway which is located within the City of Greater Sudbury's right-of-way*

Comments:

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