



**Municipality of Neebing**  
 4766 Highway 61  
 Neebing, ON P7L 0B5  
 807-474-5331 F: 807-474-5332

**Application for a  
 NEW ENTRANCE  
 Or for a change to an  
 EXISTING ENTRANCE**

**THE APPLICANT CONSENTS TO AN INSPECTION OF THE PROPERTY BY MUNICIPAL STAFF.**

The undersigned hereby applies to the Municipal Council in accordance with its policies and by-laws for permission for an entrance from a municipal highway onto private property (i.e. a driveway), or for a change to an existing entrance (driveway). **THE INFORMATION IN THIS APPLICATION IS COLLECTED FOR CREATING A RECORD THAT IS AVAILABLE TO THE PUBLIC.**

<b>*OWNER/APPLICANT INFORMATION</b> <i>*Attach additional pages for additional owners, if any.</i>			
Name:		Tel:	
Address:		Fax:	
City/Prov/PC:		Email:	
<b>LEGAL PROPERTY INFORMATION</b>			
Assessment Roll No: 58-01-			
Municipal Address <i>(or abutting road name if property has no address)</i>			
Registered Plan No.:		Reference Plan No.:	
Concession No.:	Lot No.:	Part No.:	
Section No.:		Mining Location No.:	
<b>CLASSIFICATION, USE, PURPOSE, AND ENTRANCE DETAIL</b>			
Access is required for:			
This entrance is <i>(check one)</i> A NEW ENTRANCE <input type="checkbox"/> A CHANGE TO AN EXISTING ENTRANCE <input type="checkbox"/>			
If this is a NEW ENTRANCE, how many entrances already exist on this property?		# of existing entrances:	
Provide additional information you feel may be beneficial to the Municipality of Neebing in assessing and reviewing this application. Attach maps and additional pages, if needed.			

**Driveways must be a minimum of 30 feet wide. You must mark the location of your proposed entrance CLEARLY with flagging tape or signage so the Roads Foreman may attend and inspect the suggested location.** It is understood by the applicant that the construction of an entrance or the installation of a culvert shall be in accordance with Municipal authority under By-law 2017-042 and relevant legislation. **ENTRANCES CONSTRUCTED OR INSTALLED WITHOUT WRITTEN AUTHORITY ARE SUBJECT TO IMMEDIATE REMOVAL BY THE MUNICIPALITY AT THE EXPENSE OF THE PROPERTY OWNER.**

**SIGNATURE OF APPLICANT**

<b>Signature:</b>	<b>Date:</b>
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*If the applicant is a Corporation, the application shall be signed by an Officer of the Corporation and the Corporate seal shall be affixed – or written authorization from the Corporation signed by an individual who has authority to bind the Corporation.*

**What’s Next?**

1. You will be notified by phone or email once entrance approval is granted. The property owner is responsible for the purchase and delivery of the culvert to their location. ***The culvert must be constructed from CSA approved High Density Polyethylene (HDPE) and be of the specified length and width as stated in the approval notice.***
2. Once the culvert is delivered to the site, you must contact the Municipal Office at 474-5331 and the Municipality of Neebing will arrange to have it installed.
3. The Municipality of Neebing will supply 1 (one) load of gravel with the installation. If more gravel is required, it is the responsibility of the property owner to purchase and deliver the extra gravel to the site.
4. Once the installation is complete, the Municipality of Neebing assumes ownership of the culvert. If a replacement culvert is ever required, it becomes the responsibility of the Municipality of Neebing.

**\*\*\*\*\*FOR OFFICE USE\*\*\*\*\***

<input type="checkbox"/>	This application has been <b>APPROVED</b> and permission is granted to have one culvert installed subject to the following conditions:
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**LENGTH of culvert:**

**DIAMETER of culvert:**

<input type="checkbox"/>	The above applicant has permission to <b>ALTER</b> an existing entrance as noted in the application subject to the following conditions:
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**Assigned House Number / Civic Address:**

<b>For the Municipality of Neebing</b>	<b>Signature:</b>	<b>Date:</b>
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<b>Approval Notice Sent To Applicant</b>	<b>Date:</b>	<b>Via:</b>
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<b>Notice Received - Culvert On Site</b>	<b>Date:</b>	<b>Via:</b>
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<b>Culvert Install Date:</b>
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