



Application #  
(same as Inquiry File #)

Public Works Department

Public Works Building, 99 Christie Lake Road, PERTH, Ontario. K7H 3C6  
Phone: 613-267-1353 Toll Free : 1-888-952-6275 Fax: 613-267-2793 Email: [roads@lanarkcounty.ca](mailto:roads@lanarkcounty.ca)

**APPLICATION FOR ENTRANCE PERMIT**

**WORK MUST NOT BEGIN UNTIL THIS APPLICATION HAS BEEN APPROVED**

**TYPE OF APPLICATION**

APPLICATION FOR ENTRANCE PERMIT (CONFIRMING ACTIVE INQUIRY)

The inquiry fee previously paid is refunded (deducted) from the entrance application fee. Entrance deposits are still required as per the fee/deposits schedule.

If your entrance inquiry was related to a proposed severance; please indicate severance file number if know:

Severance Related -> **Severance File Number:** \_\_\_\_\_

NOT Severance Related

**APPLICANT INFORMATION**

Name of Owner(s): \_\_\_\_\_

**REVIEW OF APPLICATION FORM AND SKETCH**

I/We have reviewed the attached entrance inquiry application and sketch and confirm that there are NO CHANGES to the application.

No Changes

Changes as outlined on attached documents titled "Revised Application" – attach sheet outlining changes and/or submit complete new entrance application form. An updated sketch must also be provided.

*Please make the Public Works Department aware of any proposed changes to your severance application, if applicable, as this may have an impact on your entrance application.*

**STAKING THE PROPOSED ENTRANCE LOCATION**

The County requires that you maintain the **staking of the proposed entrance location by ensuring the continued posting of the yellow marker card**, which was provided when you submit your inquiry application.

Is the marker card still posted and legible?  Yes  No

If No, an alternative card should be obtained and posted.

If applicable, please indicate the date that the marker card will be re-posted: \_\_\_\_\_

**APPLICANT SIGNATURES**

I/we hereby apply to the Corporation of the County of Lanark for permission to construct, alter, change the use of the entranceway as described above and do hereby agree to conform to the County's conditions, standards and specifications governing entranceways. I/We also agree to stake the entrance location and place the yellow mark card by the date indicated above.

\_\_\_\_\_  
Signature of Applicant(s)

\_\_\_\_\_  
Date

**CHECKLIST**

1.  Review/Confirm Entrance Inquiry Form

2.  Review/Confirm Accompanying Sketch

3.  Entrance Fee

4.  Entrance Deposit