

District Office	Application Date	Fees

PROJECT LOCATION AND DESCRIPTION

STREET NO. AND NAME:		UNIT NO.
FLANKAGE:	REAR:	
SITE PLAN CONTROL NO.	BUILDING APPLICATION NO.	
<p align="center">PERMIT TYPE (see last page for details)</p>		
MINOR CONSTRUCTION	MAJOR CONSTRUCTION	OTHER

DETAILED WORK DESCRIPTION
 (please describe work to be done)

PROPOSED DATES:	FROM:	TO:
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OWNER INFORMATION

NAME(S) (FIRST, LAST):

COMPANY NAME:

MAILING ADDRESS

STREET NO. AND NAME:	UNIT NO.
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CITY:	PROVINCE:	POSTAL CODE:
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AREA CODE & TELEPHONE NO.	AREA CODE & MOBILE NO.	EMAIL:
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For use by Home Owner(s) only:	Policy No.	Insurance Company:	Expiry Date
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TRANSPORTATION SERVICES | PERMITS and ENFORCEMENT

APPLICANT'S DECLARATION		
I, (FIRST NAME):	(LAST NAME):	
of (COMPANY NAME):		
MAILING ADDRESS		
STREET NO. & NAME:		UNIT NO.
CITY:	PROVINCE:	POSTAL CODE:
AREA CODE & TELEPHONE NO.	AREA CODE & MOBILE NO.	EMAIL:

do hereby declare the following:

1. That I am:
 - The owner, as stated above
 - The owner's authorized Agent
 - Signing officer/employee of _____, which is an authorized agent of the owner.
2. That statements contained in this application are true and made with full knowledge of all relevant matters and of the circumstances connected with this application.
3. I/We authorize the City to deduct from the Municipal Road Damage Deposit, all restoration, inspection, engineering and administration fees, of the cost of the identified works. Any credit balance after all deductions have been made, will be refunded to me following completion of the final inspection. There will be no interest paid on this deposit.
4. I/We hereby agree that all of the work shown on the approved drawings and all of the work required by the conditions listed above, shall be completed within two years unless otherwise agreed to. The Municipal Road Damage Deposit, may be used by the City, for any restoration that is not completed after this time.
5. I/We agree to notify the Transportation Services when the project is completed, so that the necessary repairs and/or work can be carried out. Any applicable refunds will be issued following completion of final inspection.
6. I/We acknowledge that any paving or installation in proximity to trees must conform to Parks, Forestry & Recreation and Engineering and Construction Services, "Specification for Construction Near Trees" guidelines.
7. I/We agree that it is my/our responsibility to ensure that, if a new or relocated driveway is included in the project, nothing on the City's right of way (i.e. hydrants, poles, trees, etc) interferes with the proposed driveway. I/We further agree not to pave the driveway until all required sidewalk and/or curb is completed by City forces or approved contractors.
8. I/We acknowledge that excavating or digging on the right of way requires permission from the General Manager, Transportation Services and all relevant Public Utilities / Telecommunication Companies. Unauthorized work will be subject to by-law enforcement.
9. I/We hereby agree to indemnify and save harmless the City of Toronto and any Public Utility/Telecommunication Co., agency, board or commission having utilities within the right of way, which may in any manner be affected through the rights of occupation hereby granted, from and against all costs, damages, charges or expenses which are sustained as a result of such occupation.
10. I/We hereby agree that the City will not be liable for any damages caused by applicant, developer or contractors to any utility within the right of way, owned by any Public Utility / Telecommunication Companies.
11. The applicant/developer will provide evidence of a minimum of \$2 million (or other amount as required) liability insurance with the City identified as an additional insured, or as required by the City.
12. I/we acknowledge that it is my/our responsibility to closely inspect the right of way abutting the property and confirm that no damage to pavements, curbs, sidewalks, public laneways, boulevards, etc. exists prior to commencement of construction. In the event that any damage exists, I/We will immediately forward a registered letter to the General Manager, Transportation Services, within ten (10) working days from the date of this application outlining specifically the damage that exists and requesting a pre-inspection. I/We agree not to commence any construction until City staff have visited the site to confirm the damage to the public right of way as noted in the registered letter. I/We could be held responsible for any or all damages at the project location.

I/WE HEREBY CERTIFY THAT I/WE HAVE READ AND AGREE TO ABIDE BY THE CONDITIONS ABOVE.		
APPLICANT'S SIGNATURE	DATE:	EMAIL:

The personal information on this form is collected under the authority of the City of Toronto Act, S.O. 2006, Chapter 11, Schedule A, s.136(c) and City of Toronto Municipal Code Chapter 169 and Chapter 743. The information is used to evaluate your application for work within the Public Right of Way and for contact purposes. Questions about this collection can be directed to the Right of Way Supervisor in the appropriate District.

TRANSPORTATION SERVICES | PERMITS and ENFORCEMENT

Permit Type	Family Classification
Minor Construction	<ul style="list-style-type: none"> • Driveways • Fences / Ornamental Walls • Marquees / Awnings, Canopies • Boreholes / Daylighting • Basement Entrances, Window Wells & other openings Fire Escapes • Inadvertent Building Encroachments • Accessibility Ramps • Temporary Asphalt Access Ramps • Tree Planting • Others
Major Construction	<ul style="list-style-type: none"> • Piling and Shoring • Major Streetscaping • Tunnels, Bridges • Others