

**SCHEDULE "J"**  
to Traffic By-law No. 5463/16/87, Section 13  
[AM. B/L 5693/59/89; B/L 5810/85/90; B/L 6098/47/93]

**CITY OF BRANDON POLICE SERVICE**  
**PARADE PERMIT**

Permit No. \_\_\_\_\_ Date of Issue: \_\_\_\_\_

ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_  
(Box #/street address) (Postal Code)

REPRESENTATIVE'S NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ PHONE: \_\_\_\_\_  
(Box #/street address) (Postal Code)

NATURE OF PARADE: \_\_\_\_\_  
(walkathon/bikeathon/vehicles)

HOURS OF PARADE: \_\_\_\_\_

DATE OF PARADE: \_\_\_\_\_ RAIN DATE: \_\_\_\_\_

PLACE OF FORMATION: \_\_\_\_\_

PLACE OF DISPERSAL: \_\_\_\_\_

ROUTE OF PARADE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ATTACH MAP IF AVAILABLE.

ESTIMATED LENGTH OF PARADE: \_\_\_\_\_

REQUESTS TRAFFIC CONTROL: YES: \_\_\_\_\_ NO: \_\_\_\_\_

SPECIFICS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Signature of Parade Organizer)

OTHER PARADES/DATES ALREADY APPROVED FOR THIS WEEK:

\_\_\_\_\_

SGT. i/c TRAFFIC SECTION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The Parade Organizer whose name appears above has been authorized by the Chief of Police to carry out a Parade as specified. All Regulations specified in the Manitoba Highway Traffic Act and the City of Brandon By-laws will be complied with unless otherwise authorized. Excerpts from the City of Brandon By-laws relating to Parades herewith attached.

\_\_\_\_\_  
(Signature, Chief of Police)

SGT. i/c \_\_\_\_\_ PLATOON:  
For your information to oversee and advise.

\_\_\_\_\_  
(Signature, Chief of Police)

SCHEDULE "K"

Traffic By-law No. 5463/16/87, Subsection 44(h)  
[AM. B/L 5693/59/89; B/L 5810/85/90; B/L 6612]

FEES FOR METERED PARKING SPACE RENTALS

[REP. B/L 6612]

REGULATIONS RELATING TO APPLICATIONS  
FOR METERED PARKING SPACE RENTALS

1. Meter heads or meter heads and stands will be removed or replaced only as authorized by the Traffic Authority Advisory Committee (TAAC) or its designate.
2. The Applicant shall be responsible for payment of the fees as set out in the City's annual fee schedule prior to the issuance of a metered parking space rental agreement or extension agreement.
3. The Applicant shall notify the TAAC or its designate when the spaces are no longer required. Charges will continue until notification and the removal and return of the meter head cover or alternatively, replacement of the meter head or meter head and stand. Refunds on daily rental fee for early termination of rental will be paid.
4. The Applicant agrees to be responsible for any meter head cover supplied by The City of Brandon and further agrees to return same immediately after use. If such meter head covers are returned in an unusable condition, the Applicant agrees to forfeit to The City of Brandon the deposit as set out in the City's annual fee schedule for each unusable or lost meter head cover.
5. Applications will only be received from persons in possession of a Building Permit issued by the Brandon and Area Planning District or other proof of work to be carried out acceptable to the TAAC or its designate (copy attached)
6. Permission granted for rental of metered parking spaces does not authorize parking in any space other than the rented parking space and the Applicants must comply with all other parking or driving related restrictions.
7. The TAAC or its designate reserves the right to cancel any permission granted under the terms of this application.

**SCHEDULE "L"**

Traffic By-law No. 5463/16/87, Section 44(h)  
[AM. B/L 5693/59/89; B/L 5810/85/90; 6612]

**DISCLAIMER:** Reference must be made to the City's annual fee schedule to determine the fees to be charged in relation to the application.

**APPLICATION AND PERMIT FOR METERED PARKING SPACE RENTAL**

I/We on behalf of \_\_\_\_\_  
(Business Name & Mailing Address)

hereby make application to rent \_\_\_\_\_ parking meter space(s), being meter no(s). \_\_\_\_\_  
(number)

and located at \_\_\_\_\_  
(Block and Street)

during construction / renovation / maintenance work being carried out at property belonging to (or  
(Please circle relevant type of work)

occupied by) \_\_\_\_\_  
(Name)

and located at \_\_\_\_\_  
(Civic Address)

This application is for a period of \_\_\_\_\_ day(s) from the \_\_\_\_\_ day of \_\_\_\_\_ ,  
20\_\_ until the \_\_\_\_\_ day of \_\_\_\_\_ , 20\_\_ .

I/We agree to comply with the regulations set out on Schedule "K" (copy attached) to Traffic By-law No. 5463/16/87, as amended.

\_\_\_\_\_  
Name of Applicant (please print)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Phone No.

\_\_\_\_\_  
Date:

**FOR CITY USE ONLY**

This application is approved for a period of \_\_\_\_\_ day(s) from the \_\_\_\_\_ day of \_\_\_\_\_ ,  
20\_\_ until the \_\_\_\_\_ day of \_\_\_\_\_ , 20\_\_ .

**Calculation of Fee:**

- (a) Basic Application Fee (\$10.00) \$ 10.00
- (b) Daily Rental Fee (\$5.00/space)  
No. of spaces \_\_\_\_\_ X No. of days \_\_\_\_\_ X \$5.00 \_\_\_\_\_
- (c) Meter Head Cover Deposit (\$25.00/cover) \_\_\_\_\_
- (d) Meter Head Removal (\$10.00 each) \_\_\_\_\_
- (e) Meter Head & Stand Removal (\$30.00 each) \_\_\_\_\_

**TOTAL FEES PAYABLE** \$ \_\_\_\_\_

The above fees are to be paid at the time of application. Additional fees are payable for any extension, if allowed, prior to same being granted.

**TRAFFIC AUTHORITY ADVISORY COMMITTEE  
THE CITY OF BRANDON**

Per: \_\_\_\_\_

Supervisor of Municipal Licensing

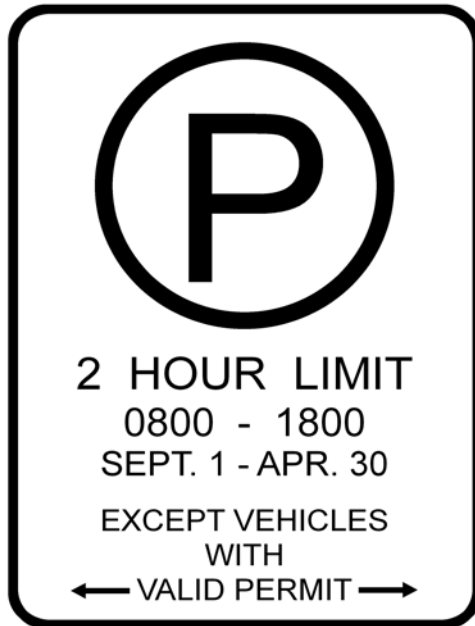
SCHEDULE "M"

To Traffic By-law No. 5463/16/ 87 (s.36.1)

[

[EN. B/L 5693/59/89, AM. B/L 6948]

PARKING RESTRICTION SIGNS

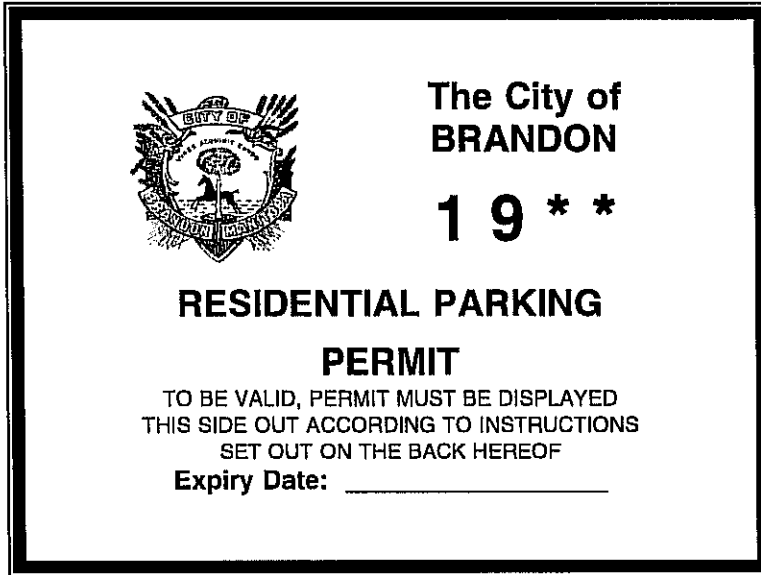


**SCHEDULE "N"**

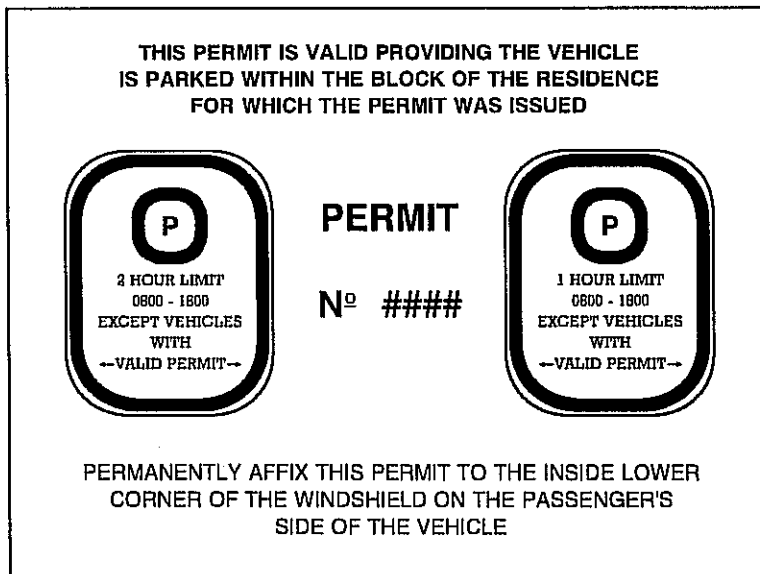
to Traffic By-law No. 5463/16/87 (s.36.1)  
[EN. B/L 5693/59/89]

**RESIDENTIAL PARKING PERMIT**

(FRONT)



(BACK)



(Not to scale)

SCHEDULE "O"  
Traffic By-law No. 5463/16/87, Section 54.3  
[EN. B/L 5810/85/90; AM. B/L 6098/47/93; 6612]

APPLICATION FOR VENDING MACHINE PERMIT

General Information:

Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

Number of Vending Machine Permits Applied For: \_\_\_\_\_

Conditions and Regulations:

1. The applicant shall provide the City Engineer with a map, to be attached to and submitted with this application, showing the proposed location of all vending machines, and the signature of the City Engineer on this application and his initials on said map shall confirm his approval of the proposed location(s).

The proposed location of each vending machine as shown on the attached map is hereby approved.

Date: \_\_\_\_\_

\_\_\_\_\_  
City Engineer

2. No vending machine to be placed upon a street or boulevard shall be located within 3 meters (9.84 feet) of an intersection and all such vending machines shall be located at least one meter from the curb line.
3. Vending machines may be located on the boulevard in any street within all zoning districts as defined in The City of Brandon Zoning By-law except that in the following zoning districts: RA, R1, R2, R3, R4, R5, R6, RMH, C1, OS and PR, they may only be located on arterial or collector streets, as defined by the City Engineer, and preferably be located at or near bus stops and/or at or near mail boxes or mail drop-off boxes.
4. (a) Vending machines must be located at only those locations shown as approved by the City Engineer on the attached map.  
(b) Any vending machine found at a location other than the approved location as shown on the attached map or otherwise in breach of the City's Traffic By-law, as amended, may be removed at the discretion of the City Engineer or a member of the Police Service and stored at the Police Storage Yard. Upon such removal, written notice shall be given to the owner thereof, if such owner can be identified, notifying said owner that the vending machine is in the possession of the Police Service and that the owner may recover said vending machine or dispenser on payment of a storage fee as set out in the City's annual fee schedule to the Supervisor of Municipal Licensing.  
(c) Any vending machine removed under subsection (a) above shall have its permit revoked as of the date of removal.

- The design of each vending machine must be approved by the City Engineer, and the applicant shall provide whatever information necessary to facilitate such determination, and the signature of the City Engineer on this application shall confirm his approval of said design.

The design of each vending machine is hereby approved.

Date: \_\_\_\_\_  
 \_\_\_\_\_  
 City Engineer

- The design and location of all vending machines shall comply with the provisions of The City of Brandon Zoning By-law and Traffic By-law, both as amended, and with all provisions of The Highway Traffic Act.
- All vending machines shall be maintained in good condition and repair by the owner at all times.
- Each vending machine shall display the permit granted hereunder on or in the vending machine clearly showing the permit number at all times.
- No advertising, other than the name of the newspaper or magazine contained therein, shall be allowed to be displayed on any vending machine.
- The annual fee for each vending machine shall be as set out in the City's annual fee schedule or part thereof with the initial payment being due at time of application and subsequent annual payments being due the first day of January in each year.

**Request for Permit:**

The undersigned, being the applicant, hereby confirms that all required approvals have been obtained, agrees to comply with all conditions and regulations set out herein, submits the required fee, and requests the issuance of \_\_\_\_\_ vending machine permits.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

**Approval:**

The within application for \_\_\_\_\_ vending machine permits is hereby approved and the following permit numbers issued accordingly:

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Calculation of Fee:

\_\_\_\_\_ permits X annual fee = \$\_\_\_\_\_ payable

TRAFFIC AUTHORITY ADVISORY COMMITTEE

THE CITY OF BRANDON

Per: \_\_\_\_\_  
 Supervisor of Municipal Licensing

**SCHEDULE "P"**  
to Traffic By-law No. 5463/16/87, Subsection 10.3(d)  
[EN. B/L 5810/85/90; REP. B/L 6295/22/95]

**APPLICATION FOR TEMPORARY PLACEMENT  
OF ELECTRICAL CORD ACROSS SIDEWALK AND/OR BOULEVARD**

This Schedule was repealed by amending By-law No. 6295/22/95. Please refer to subsection 10.3(d) for requirements related to placement of electrical cords.

**SEPTEMBER 1995**



**SCHEDULE "Q"**

to Traffic By-law No. 5463/16/82 (section 54.4)  
[EN B/L 5810/85/90; AM. B/L 5961/118/91; 6098/47/93; 6311/38/95]

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

**APPLICATION AND PERMIT**

SAFETY and HEALTH NO. \_\_\_\_\_

**WATER & SEWER CONNECTION/DISCONNECTION**

**STREET EXCAVATION**

RECEIPT # \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

PURPOSE OF WORK: GAS  TELEPHONE  HYDRO  OTHER  ALTERATION OF SERVICE

DESCRIPTION OF WORK \_\_\_\_\_

NEW SERVICE  CONNECT TO EXISTING CURB SERVICE  SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE  RECONNECTION OF SERVICE

\_\_\_\_\_ DIA. WATER CONNECTION \_\_\_\_\_ DIA. SEWER CONNECTION \_\_\_\_\_ DIA. STORM SEWER CONNECTION

METER SIZE \_\_\_\_\_

WORK/EXCAVATION ADDRESS \_\_\_\_\_

PAGE 1 OF 5: WATER BILLING

APPLICANT SIGNATURE \_\_\_\_\_

*NOTE: This page of the form is a partial page only.*

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

APPLICATION AND PERMIT

SAFETY and HEALTH NO. \_\_\_\_\_

WATER & SEWER CONNECTION/DISCONNECTION

STREET EXCAVATION

RECEIPT # \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

PURPOSE OF WORK: GAS  TELEPHONE  HYDRO  OTHER  ALTERATION OF SERVICE

DESCRIPTION OF WORK \_\_\_\_\_

NEW SERVICE  CONNECT TO EXISTING CURB SERVICE  SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE  RECONNECTION OF SERVICE

\_\_\_\_\_ DIA. WATER CONNECTION \_\_\_\_\_ DIA. SEWER CONNECTION \_\_\_\_\_ DIA. STORM SEWER CONNECTION

METER SIZE \_\_\_\_\_

WORK/EXCAVATION ADDRESS \_\_\_\_\_

APPLICANT SIGNATURE \_\_\_\_\_

I (We) hereby agree to be bound by applicable City by-laws, the City Standard Construction Specifications, other regulations of the City governing excavation in or under city streets, and to such conditions, restrictions, and regulations as may be imposed by the City Engineer, and hereby submit the required application fee together with any other required fees or deposits. The signature presented below shall certify that, to the best knowledge and beliefs of the Applicant, or duly authorized Agent, the information furnished in this application is true, complete and accurate.

ALL WORK PERFORMED SHALL BE GUARANTEED FREE OF DEFECTS FOR TWO (2) YEARS FROM FINAL INSPECTION DATE.

CONTRACTOR SIGNATURE \_\_\_\_\_

ALL SERVICE WORK RELATING TO A BUILDING DEMOLITION OR REMOVAL MUST BE DONE WITHIN THE TIME PERIOD SHOWN BELOW AND PRIOR TO APPLICATION TO THE BRANDON AND AREA PLANNING DISTRICT FOR A DEMOLITION PERMIT.

STARTING DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

ADDRESS OF WORK/EXCAVATION \_\_\_\_\_

NAME OF CONTRACTOR PERFORMING WORK \_\_\_\_\_

ADDRESS OF CONTRACTOR \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

BOND NO. \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

The Applicant is hereby authorized to make an excavation, to remove/install the water or sewer service requested, in or under the above named street at the location designated, provided, however, all work is performed in accordance with the Applicant's plans, the City's By-laws, Specifications and Regulations governing street excavations and installations of said service(s), and the following special conditions. All openings in pavement shall be precut.

A) BACKFILL SHALL BE:

- CLASS I granular backfill
- CLASS II compacted ordinary backfill
- CLASS III ordinary backfill
- CLASS IV unshrinkable backfill

B) SURFACE RESTORATION SHALL BE:

- CLASS I asphalt pavement [75mm asphalt; 150mm concrete; 200mm "A" base]
- CLASS II asphalt pavement [75mm asphalt; 300mm "A" base]
- CLASS III gravel surface [300mm "A" base]
- CLASS IV winter restoration - arterial or collector [temporary 150mm concrete; permanent CLASS I  II  III  ]
- CLASS V winter restoration - all other streets [temporary 300mm "A" base; permanent CLASS I  II  III  ]
- CLASS IV AND V restoration to be reconstructed in Spring when frost is out of the ground.
- CLASS VI boulevard - sod [150mm black earth; sod]
- CLASS VII boulevard - seed [150mm black earth; seed]

CURB REQUIRED  SIDEWALK REQUIRED  HANDICAP RAMP REQUIRED

COMMENTS: \_\_\_\_\_

THE CITY OF BRANDON  
APPLICATION FOR RELEASE OF DISCONNECTION DEPOSIT

Sewer/Water Permit No.: \_\_\_\_\_ Receipt No.: \_\_\_\_\_

Applicant: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Service Address: \_\_\_\_\_

Legal Description: \_\_\_\_\_

I hereby certify that the construction and related work for which the above noted Sewer/Water Permit was issued is now complete.

Date: \_\_\_\_\_  
\_\_\_\_\_ Applicant signature

Amount of Deposit \$ \_\_\_\_\_

Date of Deposit \_\_\_\_\_

Date of Release \_\_\_\_\_

Interest \$ \_\_\_\_\_

Total \$ \_\_\_\_\_

Approved Date: \_\_\_\_\_  
\_\_\_\_\_ City Engineer signature

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS

APPLICATION AND PERMIT

SAFETY and HEALTH NO. \_\_\_\_\_

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

WATER & SEWER CONNECTION/DISCONNECTION

STREET EXCAVATION

RECEIPT # \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

PURPOSE OF WORK: GAS  TELEPHONE  HYDRO  OTHER  ALTERATION OF SERVICE

DESCRIPTION OF WORK \_\_\_\_\_

NEW SERVICE  CONNECT TO EXISTING CURB SERVICE  SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE  RECONNECTION OF SERVICE

\_\_\_\_\_ DIA. WATER CONNECTION \_\_\_\_\_ DIA. SEWER CONNECTION \_\_\_\_\_ DIA. STORM SEWER CONNECTION

METER SIZE \_\_\_\_\_

WORK/EXCAVATION ADDRESS \_\_\_\_\_

APPLICANT SIGNATURE \_\_\_\_\_

I (We) hereby agree to be bound by applicable City by-laws, the City Standard Construction Specifications, other regulations of the City governing excavation in or under city streets, and to such conditions, restrictions, and regulations as may be imposed by the City Engineer, and hereby submit the required application fee together with any other required fees or deposits. The signature presented below shall certify that, to the best knowledge and beliefs of the Applicant, or duly authorized Agent, the information furnished in this application is true, complete and accurate.

ALL WORK PERFORMED SHALL BE GUARANTEED FREE OF DEFECTS FOR TWO (2) YEARS FROM FINAL INSPECTION DATE.

CONTRACTOR SIGNATURE \_\_\_\_\_

ALL SERVICE WORK RELATING TO A BUILDING DEMOLITION OR REMOVAL MUST BE DONE WITHIN THE TIME PERIOD SHOWN BELOW AND PRIOR TO APPLICATION TO THE BRANDON AND AREA PLANNING DISTRICT FOR A DEMOLITION PERMIT.

STARTING DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

ADDRESS OF WORK/EXCAVATION \_\_\_\_\_

NAME OF CONTRACTOR PERFORMING WORK \_\_\_\_\_

ADDRESS OF CONTRACTOR \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

BOND NO. \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

The Applicant is hereby authorized to make an excavation, to remove/install the water or sewer service requested, in or under the above named street at the location designated, provided, however, all work is performed in accordance with the Applicant's plans, the City's By-laws, Specifications and Regulations governing street excavations and installations of said service(s), and the following special conditions. All openings in pavement shall be pre-cut.

A) BACKFILL SHALL BE:

- CLASS I granular backfill
- CLASS II compacted ordinary backfill
- CLASS III ordinary backfill
- CLASS IV unshrinkable backfill

B) SURFACE RESTORATION SHALL BE:

- CLASS I asphalt pavement [75mm asphalt; 150mm concrete; 200mm "A" base]
- CLASS II asphalt pavement [75mm asphalt; 300mm "A" base]
- CLASS III gravel surface [300mm "A" base]
- CLASS IV winter restoration - arterial or collector [temporary 150mm concrete; permanent CLASS I  II  III  ]
- CLASS V winter restoration - all other streets [temporary 300mm "A" base; permanent CLASS I  II  III  ]
- CLASS IV AND V restoration to be reconstructed in Spring when frost is out of the ground.
- CLASS VI boulevard - sod [150mm black earth; sod]
- CLASS VII boulevard - seed [150mm black earth; seed]

CURB REQUIRED  SIDEWALK REQUIRED  HANDICAP RAMP REQUIRED

COMMENTS: \_\_\_\_\_

# INSPECTION REPORT

Kind of Building \_\_\_\_\_ Service Size \_\_\_\_\_ water \_\_\_\_\_ sewer \_\_\_\_\_  
 Service Material \_\_\_\_\_ water \_\_\_\_\_ sewer \_\_\_\_\_ Service Depth \_\_\_\_\_ water \_\_\_\_\_ sewer \_\_\_\_\_  
 Main Material \_\_\_\_\_ water \_\_\_\_\_ sewer \_\_\_\_\_ Service Depth \_\_\_\_\_ water \_\_\_\_\_ sewer \_\_\_\_\_  
 Date Work Commenced \_\_\_\_\_ Date Work Completed \_\_\_\_\_

Weather Conditions During Installations \_\_\_\_\_

Air Temperature: 0700 hrs. \_\_\_\_\_ °C, 1200 hrs. \_\_\_\_\_ °C, 1600 hrs. \_\_\_\_\_ °C

Excavation Size: \_\_\_\_\_ (m) length, \_\_\_\_\_ (m) width, \_\_\_\_\_ (m) depth

Soil Conditions: \_\_\_\_\_

Other Underground Encountered: Gas  Telephone  Hydro  Other

Comments: \_\_\_\_\_

Sketch of Water and Sewer Service - tie in location of main connection and curb stop. Show location of service on private property, location of main in street.

BE AS ACCURATE AS POSSIBLE - SHOW NORTH ARROW

## FOR WATER AND SEWER CONNECTION/DISCONNECTION PERMIT

I certify that on the \_\_\_\_ day of \_\_\_\_\_, 19\_\_, I inspected the above cited service connection/disconnection and found the work performed on the City right-of-way to be satisfactory and installed in an acceptable workmanlike manner.

\_\_\_\_\_  
INSPECTOR

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

**APPLICATION AND PERMIT**

SAFETY and HEALTH NO. \_\_\_\_\_

- WATER & SEWER CONNECTION/DISCONNECTION**  
 **STREET EXCAVATION**

RECEIPT # \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

PURPOSE OF WORK:     GAS     TELEPHONE     HYDRO     OTHER     ALTERATION OF SERVICE

DESCRIPTION OF WORK \_\_\_\_\_

NEW SERVICE     CONNECT TO EXISTING CURB SERVICE     SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE     RECONNECTION OF SERVICE

\_\_\_\_\_ DIA. WATER CONNECTION    \_\_\_\_\_ DIA. SEWER CONNECTION    \_\_\_\_\_ DIA. STORM SEWER CONNECTION

METER SIZE \_\_\_\_\_

WORK/EXCAVATION ADDRESS \_\_\_\_\_

APPLICANT SIGNATURE \_\_\_\_\_

I (We) hereby agree to be bound by applicable City by-laws, the City Standard Construction Specifications, other regulations of the City governing excavation in or under city streets, and to such conditions, restrictions, and regulations as may be imposed by the City Engineer, and hereby submit the required application fee together with any other required fees or deposits. The signature presented below shall certify that, to the best knowledge and beliefs of the Applicant, or duly authorized Agent, the information furnished in this application is true, complete and accurate.

ALL WORK PERFORMED SHALL BE GUARANTEED FREE OF DEFECTS  
FOR TWO (2) YEARS FROM FINAL INSPECTION DATE.

CONTRACTOR SIGNATURE \_\_\_\_\_

ALL SERVICE WORK RELATING TO A BUILDING DEMOLITION OR REMOVAL MUST BE DONE WITHIN THE TIME PERIOD SHOWN BELOW AND PRIOR TO APPLICATION TO THE BRANDON AND AREA PLANNING DISTRICT FOR A DEMOLITION PERMIT.

STARTING DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

ADDRESS OF WORK/EXCAVATION \_\_\_\_\_

NAME OF CONTRACTOR PERFORMING WORK \_\_\_\_\_

ADDRESS OF CONTRACTOR \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

BOND NO. \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

The Applicant is hereby authorized to make an excavation, to remove/install the water or sewer service requested, in or under the above named street at the location designated, provided, however, all work is performed in accordance with the Applicant's plans, the City's By-laws, Specifications and Regulations governing street excavations and installations of said service(s), and the following special conditions. All openings in pavement shall be precut.

A) BACKFILL SHALL BE:

- CLASS I granular backfill     CLASS II compacted ordinary backfill  
 CLASS III ordinary backfill     CLASS IV unshrinkable backfill

B) SURFACE RESTORATION SHALL BE:

- CLASS I asphalt pavement [75mm asphalt; 150mm concrete; 200mm "A" base]  
 CLASS II asphalt pavement [75mm asphalt; 300mm "A" base]  
 CLASS III gravel surface [300mm "A" base]  
 CLASS IV winter restoration - arterial or collector [temporary 150mm concrete; permanent CLASS I  II  III  ]  
 CLASS V winter restoration - all other streets [temporary 300mm "A" base; permanent CLASS I  II  III  ]  
 CLASS IV AND V restoration to be reconstructed in Spring when frost is out of the ground.  
 CLASS VI boulevard - sod [150mm black earth; sod]  
 CLASS VII boulevard - seed [150mm black earth; seed]

CURB REQUIRED     SIDEWALK REQUIRED     HANDICAP RAMP REQUIRED

COMMENTS: \_\_\_\_\_

# INSPECTION REPORT

Kind of Building \_\_\_\_\_

Date Work Commenced \_\_\_\_\_ Date Work Completed \_\_\_\_\_

Weather Conditions During Installations \_\_\_\_\_

Air Temperature: 0700 hrs. \_\_\_\_\_ °C, 1200 hrs. \_\_\_\_\_ °C, 1600 hrs. \_\_\_\_\_ °C

Excavation Size: \_\_\_\_\_ (m) length, \_\_\_\_\_ (m) width, \_\_\_\_\_ (m) depth

Soil Conditions: \_\_\_\_\_

Other Underground Encountered: Gas  Telephone  Hydro  Other

### PLAN DATA:

### Service Retention Deposit

Plan No. \_\_\_\_\_ Amount \_\_\_\_\_ Receipt No. \_\_\_\_\_

Latest Revision Date \_\_\_\_\_ Cost to City \_\_\_\_\_

Prepared By \_\_\_\_\_ Amount Refunded \_\_\_\_\_ Receipt No. \_\_\_\_\_

Age of Existing Surface \_\_\_\_\_ yrs. \_\_\_\_\_ mos. Amount Due City \_\_\_\_\_ Invoice No. \_\_\_\_\_

Pavement Cut Penalty:  Yes  No Pavement Cut Penalty - Amount \_\_\_\_\_ Receipt No. \_\_\_\_\_

REVOCAATION: By Whom \_\_\_\_\_ Date \_\_\_\_\_

REASON: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

### FOR STREET EXCAVATION PERMIT

I certify that on the \_\_\_\_ day of \_\_\_\_\_, 19\_\_, I inspected the above cited excavation and found the backfill and pavement replacement satisfactory.

\_\_\_\_\_  
INSPECTOR

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS

APPLICATION AND PERMIT

SAFETY and HEALTH NO. \_\_\_\_\_

PERMITS	INFORMATION
DRIVEWAY	_____
CROSSING	_____
LOT GRADING	_____

WATER & SEWER CONNECTION/DISCONNECTION

STREET EXCAVATION

RECEIPT # \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

APPLICANT'S NAME \_\_\_\_\_ DATE \_\_\_\_\_

ADDRESS OF APPLICANT \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

PURPOSE OF WORK: GAS  TELEPHONE  HYDRO  OTHER  ALTERATION OF SERVICE

DESCRIPTION OF WORK \_\_\_\_\_

NEW SERVICE  CONNECT TO EXISTING CURB SERVICE  SUBDIVISION PRESERVICE

RETENTION/REMOVAL OF SERVICE  RECONNECTION OF SERVICE

\_\_\_\_\_ DIA. WATER CONNECTION \_\_\_\_\_ DIA. SEWER CONNECTION \_\_\_\_\_ DIA. STORM SEWER CONNECTION

METER SIZE \_\_\_\_\_

WORK/EXCAVATION ADDRESS \_\_\_\_\_

APPLICANT SIGNATURE \_\_\_\_\_

I (We) hereby agree to be bound by applicable City by-laws, the City Standard Construction Specifications, other regulations of the City governing excavation in or under city streets, and to such conditions, restrictions, and regulations as may be imposed by the City Engineer, and hereby submit the required application fee together with any other required fees or deposits. The signature presented below shall certify that, to the best knowledge and beliefs of the Applicant, or duly authorized Agent, the information furnished in this application is true, complete and accurate.

ALL WORK PERFORMED SHALL BE GUARANTEED FREE OF DEFECTS FOR TWO (2) YEARS FROM FINAL INSPECTION DATE.

CONTRACTOR SIGNATURE \_\_\_\_\_

ALL SERVICE WORK RELATING TO A BUILDING DEMOLITION OR REMOVAL MUST BE DONE WITHIN THE TIME PERIOD SHOWN BELOW AND PRIOR TO APPLICATION TO THE BRANDON AND AREA PLANNING DISTRICT FOR A DEMOLITION PERMIT.

STARTING DATE \_\_\_\_\_ COMPLETION DATE \_\_\_\_\_

ADDRESS OF WORK/EXCAVATION \_\_\_\_\_

NAME OF CONTRACTOR PERFORMING WORK \_\_\_\_\_

ADDRESS OF CONTRACTOR \_\_\_\_\_ TELEPHONE NO. \_\_\_\_\_

BOND NO. \_\_\_\_\_ LICENSE NO. \_\_\_\_\_

The Applicant is hereby authorized to make an excavation, to remove/install the water or sewer service requested, in or under the above named street at the location designated, provided, however, all work is performed in accordance with the Applicant's plans, the City's By-laws, Specifications and Regulations governing street excavations and installations of said service(s), and the following special conditions. All openings in pavement shall be precut.

A) BACKFILL SHALL BE:

- CLASS I granular backfill
- CLASS II compacted ordinary backfill
- CLASS III ordinary backfill
- CLASS IV unshrinkable backfill

B) SURFACE RESTORATION SHALL BE:

- CLASS I asphalt pavement [75mm asphalt; 150mm concrete; 200mm "A" base]
- CLASS II asphalt pavement [75mm asphalt; 300mm "A" base]
- CLASS III gravel surface [300mm "A" base]
- CLASS IV winter restoration - arterial or collector [temporary 150mm concrete; permanent CLASS I  II  III  ]
- CLASS V winter restoration - all other streets [temporary 300mm "A" base; permanent CLASS I  II  III  ]
- CLASS IV AND V restoration to be reconstructed in Spring when frost is out of the ground.
- CLASS VI boulevard - sod [150mm black earth; sod]
- CLASS VII boulevard - seed [150mm black earth; seed]

CURB REQUIRED  SIDEWALK REQUIRED  HANDICAP RAMP REQUIRED

COMMENTS: \_\_\_\_\_



2 HOURS NOTICE FOR INSPECTION

**IMPORTANT**

**All Sewer and Water Connections  
MUST be Inspected and Approved  
by the City Engineering Inspector  
BEFORE being Backfilled.**

PER CITY OF BRANDON  
STANDARD CONSTRUCTIONS SPECIFICATIONS  
CBS-G-1 CLAUSE 1

**If backfilled prior to inspection  
TRENCH MUST BE RE-OPENED FOR INSPECTION**

*Before Digging Call:*

<b>HYDRO</b>	<b>GAS</b>	<b>TELEPHONE</b>	<b>CABLE</b>	<b>CITY</b>
<b>727-9233</b>	<b>727-1486</b>	<b>611</b>	<b>725-4300</b>	<b>729-2214</b>
			<b>Ext. 314</b>	

**SCHEDULE "R"**

to Traffic By-law No. 5463/16/87, Section 54.4

[EN. B/L 5810/85/90; AM. B/L 5871/28/91; B/L 5909/66/91; B/L 6098/47/93; B/L 6295/22/95]

**REGULATIONS PERTAINING TO ALL HOLDERS OF  
AN AUTHORIZED EXCAVATION PERMIT**

1. Every excavation permit shall be null and void unless the work authorized by the permit is commenced within sixty (60) days from the date of granting the permit.
2. (a) The permit fee for any excavation shall be \$20.00 and is not refundable. Centra Gas, Westman Cable T.V., Manitoba Hydro and Manitoba Telephone System are exempt from this provision.  
[AM. B/L 6295/22/95]
- (b) (1) Where the excavation is to an improved street within the first thirty-six (36) months following completion of improvements the applicant shall also pay, at the time of application, a non-refundable deposit which shall be calculated as follows:  
$$\$1,000 \times \text{number of months remaining in 36 month period} \div 36$$
- (2) notwithstanding paragraph (1), the City Engineer shall have the authority to waive such deposit where, in his sole opinion, the work requested is of an urgent nature or where the City neglected to provide proper notice of the undertaking of said improvements.
3. The permit holder shall check for locations of other structures and trees that may be affected by the proposed work and shall be held responsible for damage to any structure or trees resulting from the actions of the permit holder or his agent(s) in the course of carrying out the work authorized by the permit.
4. The permit holder shall ensure that survey monuments of concrete, iron or other lasting material set for the purpose of locating or preserving the lines of any street or property subdivision, or a precise survey reference point, or a permanent survey bench mark within the City are not removed or disturbed or caused to be removed or disturbed without prior written permission from the City Engineer. Such permission shall be granted only upon the condition that the permit holder shall pay for all expenses incident to the proper replacement of the monument or survey bench mark.
5. Any work of excavating in a street shall proceed expeditiously and the permit holder shall not allow a street cut excavation to remain open, unless the work is actively in progress.
6. Every person who breaks, tears up or removes any planking, manhole cover, pavement, sidewalk, curbing, macadamizing or other road surface or makes any excavation in, or places any obstruction on a street or does any other work in or adjacent to a street which obstructs or may be likely to obstruct or in any way interfere with use of the street or who causes any of the said things to be done, shall cause the work area to be protected in accordance with the provisions of the Uniform Traffic Control Devices for Canada Manual, Part D.

**SCHEDULE "R" (cont'd)**

7. **Whenever vehicular or pedestrian traffic is to be maintained through or adjacent to the work area, the following requirements shall be observed when work is temporarily suspended:**
  - (a) **Excavations in boulevard, sidewalk or roadway areas shall be protected with a covering of structural capacity sufficient to ensure the safe passage of pedestrian traffic;**
  - (b) **Excavation work in streets where vehicular traffic is to be maintained shall be covered by a steel plate or similar device of structural capacity sufficient to ensure the safe passage of vehicular traffic and shall have some positive means of anchorage to prevent lateral displacement of the plate or similar device, and signs specifying the maximum gross vehicle weight which can be supported shall be erected.**
  
8. **All openings made in paved street surfaces, other than emergencies, shall be pre-cut, using a method acceptable to the City Engineer, to a minimum depth of 38.5 millimetres (1.5 inches) along all edges to ensure a straight, vertical edge for the upper portion of the cut, and the pavement within the boundaries of the cut shall be removed by the permit holder to the full depth of the adjacent pavement. The permit holder shall ensure that existing reinforcing steel is protected for re-use in the restoration of the cut area.**
  
9. **Excavated material, which is not to be used for backfill, shall not be stored on a street at any time.**
  
10. **Where any material is placed or deposited in a street or damage is done to a structure in a street, the City Engineer may give written notice by registered mail to the owner or his agent requesting that the said materials be removed or the damages be repaired. If the said materials are not removed or if the said damages are not repaired in a manner satisfactory to the City Engineer by the time limit set in said notice, the City Engineer may remove said materials or make said repairs and deduct the costs thereof from the damage deposit paid to the City and may collect any balance over and above not covered by the damage deposit from the building permit holder or alternatively, the costs of such clean-up shall become a charge against the owner and may be assessed and collected by the City in the same manner as ordinary municipal taxes.**
  
11. **Where it has been necessary to tunnel under a street, that portion of the excavated area that is not occupied by the installed structure shall be backfilled with a material and in such a manner as is deemed satisfactory by the City Engineer.**
  
12. (a) **Where an excavation or opening is made in a paved or non-paved portion of a street, the backfilling shall be performed in accordance with one of the following backfill classes, as detailed in the latest edition of The City of Brandon Standard Construction Specifications, namely:**
  - (1) **Class I - Granular Backfill;**
  - (2) **Class II - Compacted Ordinary Backfill;**
  - (3) **Class III - Ordinary Backfill;**
  - (4) **Class IV - Unshrinkable Backfill.**

**SCHEDULE "R" (cont'd)**

12. (b) The final surface restoration shall be performed in accordance with one or more of the following surface restoration classifications:
- (1) **Class I Asphalt Pavement**  
75 mm asphalt; 150 mm concrete; 200mm "A" base;
  - (2) **Class II Asphalt Pavement**  
75 mm asphalt; 300 mm "A" base;
  - (3) **Class III Gravel Surface**  
300 mm "A" base;
  - (4) **Class IV Winter Restoration - Arterial or Collector**  
temporary 150mm concrete;  
permanent Class I\_, II\_, III\_;
  - (5) **Class V Winter Restoration - all other Streets**  
temporary 300 mm "A" base;  
permanent Class I\_, II\_, III\_;
  - (6) **Class VI Boulevard - Sod**  
150 mm black earth; sod
  - (7) **Class VII Boulevard Seed - Seed**  
150 mm black earth; seed

Class IV and V restoration to be reconstructed in Spring when frost is out of the ground.

- (c) The Class of backfill and surface restoration shall be as directed by the City Engineer.
13. The permit holder is responsible for the maintenance of these restored cuts in a safe condition for a two year warranty period from the date of final inspection.
14. The City Engineer has the authority to modify or vary any of the backfill procedures contained herein where such modification or variation, in his opinion, will substantially accomplish the object of the requirements.
15. All work of filling or backfilling an excavation or opening, including the material used, the method employed and the compaction obtained, and all work of surface restoration as required by and referred to herein shall be subject to inspection and acceptance by the City Engineer.
16. If a permit holder fails to restore a street in accordance with the provisions herein, the City may perform such work as is deemed necessary by the City Engineer and the cost of that work, including additional inspection costs shall be paid to the City by the permit holder forthwith upon demand and if unpaid and such work has been done by or on behalf of an adjacent property owner, such costs shall become a charge against the owner and may be assessed and collected by the City in the same manner as ordinary municipal taxes.
17. Notwithstanding any other requirements, the City Engineer may, under special circumstances, authorize in writing a utility company or its agents to carry out the restoration of the street surface at locations where the utility company has been authorized to make excavations.

**SCHEDULE "S"**

to Traffic By-law No. 5463/16/87, s. 54.5  
[EN. B/L 5810/85/90; AM. B/L 6098/47/93; B/L 6311/38/95]

**THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS  
APPLICATION AND PERMIT FOR DRIVEWAY APPROACH**

PERMIT NO. \_\_\_\_\_

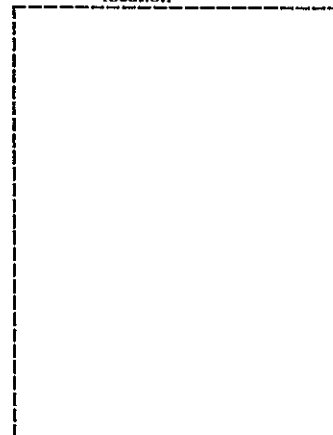
RECEIPT # \_\_\_\_\_

**General Information:** [please print]

APPLICANT: \_\_\_\_\_  
BILLING \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE NO.: \_\_\_\_\_

Site Plan

Show location of foundation  
and side yard measurements in  
relation to street(s) and lane(s)  
and requested driveway approach  
location



Lot  
Line

Application is hereby made for a driveway  
approach to be constructed at:

\_\_\_\_\_  
(Civic Address)

\_\_\_\_\_  
(Legal Description)

in the following manner:  
width of driveway at property line: \_\_\_\_ meters

Details of location:

Type of Construction:      Barrier Curb                       Roll Curb                       Ditch/Culvert   
   Combined Sidewalk     Separate Sidewalk   
   Existing Construction     New Construction

Driveway approach to be constructed by: \_\_\_\_\_

If by the City, Work Authorization No.: \_\_\_\_\_

**Payment of the required application fee**

Request for Permit

The undersigned, being the applicant, hereby declares ownership of the property involved, agrees to comply with all conditions and regulations set out herein, submits the required fees, and requests issuance of a Driveway Permit.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

Approval

The above application for a Driveway Permit is hereby:

Approved                       Approved, subject to a Crossing Permit                       Not Approved

Comments: \_\_\_\_\_

Date: \_\_\_\_\_

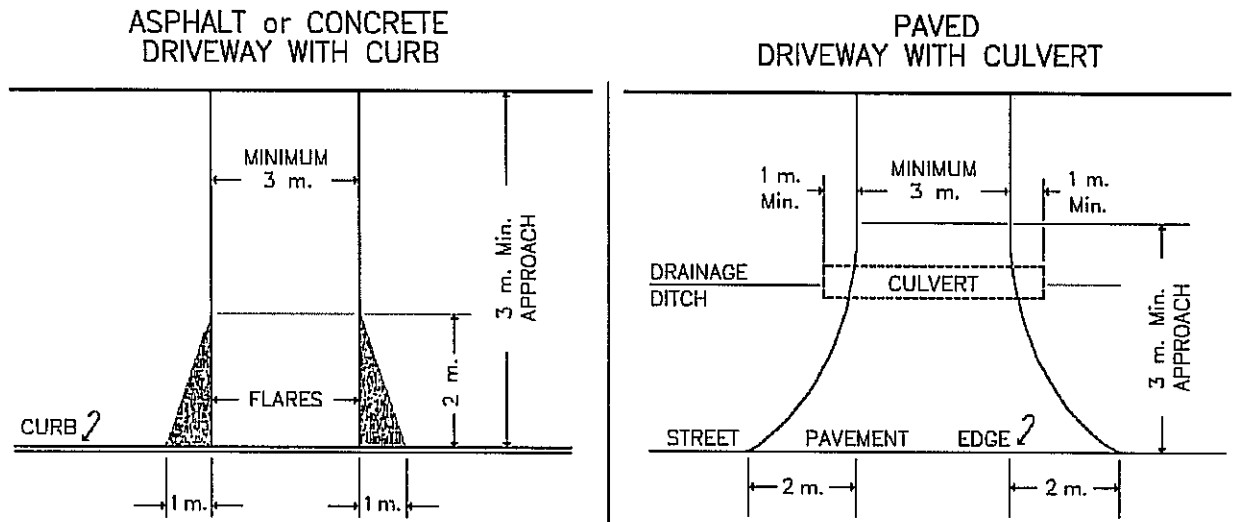
\_\_\_\_\_ for CITY ENGINEER (signature)

## Recommended Standards:

The City recommends that the following standards be used in construction of driveway approaches:

1. Asphalt driveway approaches should be of a thickness not less than .05 metres (.2 feet) asphalt on a compacted gravel base and asphalt edges shall be formed with a 2 X 4 plank to provide for a straight vertical edge.
2. Concrete driveway approaches should be constructed of a thickness of .15 metres (.5 feet) concrete 30 MPa strength. These driveway approaches shall have 1 metre (3.3 feet) wide flares at the curb, tapering back over a distance of approximately 2 metres (6.6 feet). Care should be taken in constructing these driveway approaches that the slope will not be excessive so that damage will occur to the pavement and/or curb or rear understructure of the car. Therefore, maximum recommended slope is .25 metre (.8 feet) in the first 3 metres (9.84 feet).
3. Culverts required at ditch crossings shall be sized as instructed by the City Engineer at the time of application.

### DRIVEWAY DETAILS



### Conditions and Regulations

1. Payment of the application fee as set out in the Traffic By-law.
2. The applicant hereby indemnifies the City from and against all claims of any kind whatsoever arising out of or from the construction of this driveway, including but not limiting the generality of the foregoing, all matters of design, clearance, drainage, etc., unless the works are constructed by the City, and also from and against all claims of any kind whatsoever arising out of or from the maintenance of this driveway.
3. The applicant agrees to construct and maintain the driveway approach in accordance with the City's "Policy Governing Construction of Driveway Approaches" as contained herein, and other related by-laws now or hereafter in force.
4. The applicant agrees that in the event structures on the property are reconstructed or altered so that the driveway is no longer in use, or so that the required side yard is no longer available, the applicant will be responsible for the cost of removing the driveway and restoring the curb, boulevard and sidewalk.
5. The applicant agrees that any costs incurred by the City, as detailed further in the "Policy Governing Construction of Driveway Approaches", shall become a charge against the owner and may be assessed and collected by the City in the same manner as ordinary municipal taxes.

**SCHEDULE "S" (cont'd)**  
to Traffic By-law No. 5463/16/87, s. 54.5

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS  
**APPLICATION AND PERMIT FOR DRIVEWAY APPROACH**

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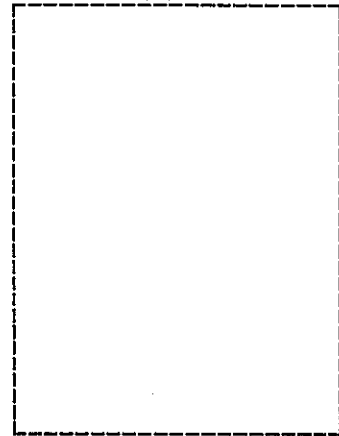
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**General Information:** [please print]

APPLICANT: \_\_\_\_\_  
BILLING: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PHONE NO.: \_\_\_\_\_

**Site Plan**

Show location of foundation  
and side yard measurements in  
relation to street(s) and lane(s)  
and requested driveway approach  
location



Lot  
Line

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approach to be constructed at:

\_\_\_\_\_  
(Civic Address)

\_\_\_\_\_  
(Legal Description)

in the following manner:  
width of driveway at property line: \_\_\_\_ meters

Details of location:

Type of Construction:      Barrier Curb                       Roll Curb                       Ditch/Culvert   
   Combined Sidewalk     Separate Sidewalk   
   Existing Construction     New Construction

Driveway approach to be constructed by: \_\_\_\_\_

If by the City, Work Authorization No.: \_\_\_\_\_

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Approved                       Approved, subject to a Crossing Permit                       Not Approved

Comments: \_\_\_\_\_

Date: \_\_\_\_\_

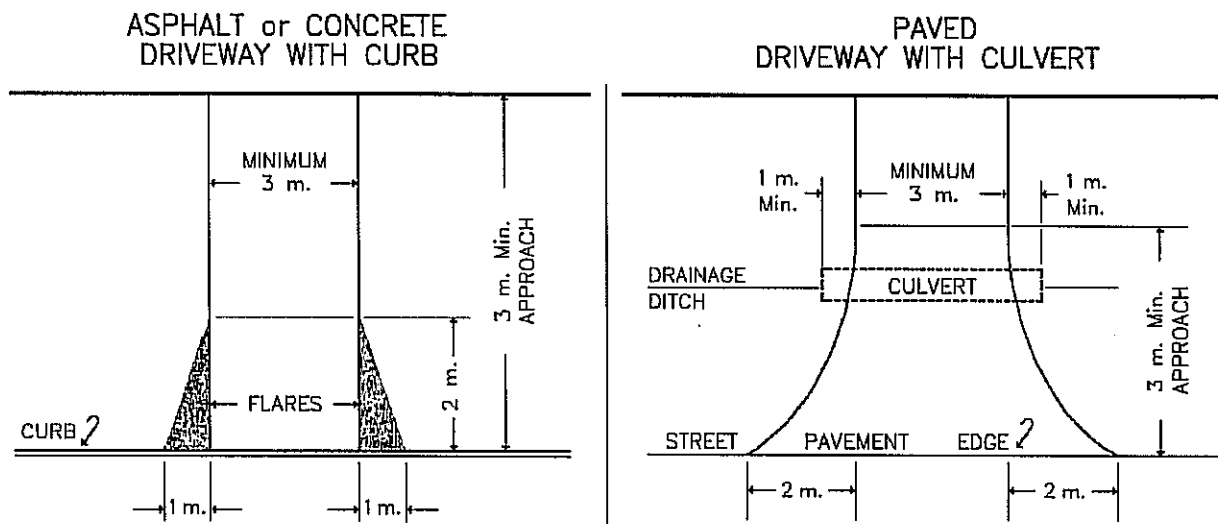
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2. Concrete driveway approaches shall be constructed of a thickness of .15 metres (.5 feet) concrete 30 MPa strength. These driveway approaches shall have 1 metre (3.3 feet) wide flares at the curb, tapering back over a distance of approximately 2 metres (6.6 feet). Care should be taken in constructing these driveway approaches that the slope will not be excessive so that damage will occur to the pavement and/or curb or rear understructure of the car. Therefore, maximum recommended slope is .25 metre (.8 feet) in the first 3 metres (9.84 feet).
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### DRIVEWAY DETAILS



### Conditions and Regulations

1. Payment of the application fee as set out in the Traffic By-law.
2. The applicant hereby indemnifies the City from and against all claims of any kind whatsoever arising out of or from the construction of this driveway, including but not limiting the generality of the foregoing, all matters of design, clearance, drainage, etc., unless the works are constructed by the City, and also from and against all claims of any kind whatsoever arising out of or from the maintenance of this driveway.
3. The applicant agrees to construct and maintain the driveway approach in accordance with the City's "Policy Governing Construction of Driveway Approaches" as contained herein, and other related by-laws now or hereafter in force.
4. The applicant agrees that in the event structures on the property are reconstructed or altered so that the driveway is no longer in use, or so that the required side yard is no longer available, the applicant will be responsible for the cost of removing the driveway and restoring the curb, boulevard and sidewalk.
5. The applicant agrees that any costs incurred by the City, as detailed further in the "Policy Governing Construction of Driveway Approaches", shall become a charge against the owner and may be assessed and collected by the City in the same manner as ordinary municipal taxes.



**SCHEDULE "S" (cont'd)**  
to Traffic By-law No. 5463/16/87, s. 54.5

THE CITY OF BRANDON  
DEPARTMENT OF ENGINEERING AND OPERATIONS  
**APPLICATION AND PERMIT FOR DRIVEWAY APPROACH**

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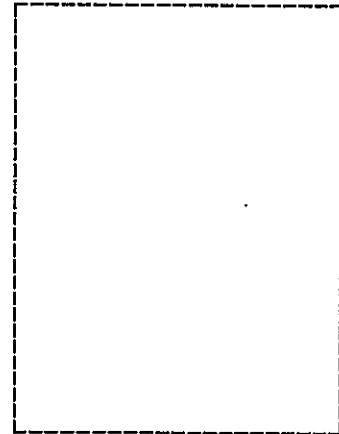
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**General Information:** [please print]

APPLICANT: \_\_\_\_\_  
BILLING \_\_\_\_\_  
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and side yard measurements in  
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approach to be constructed at:

\_\_\_\_\_  
(Civic Address)

\_\_\_\_\_  
(Legal Description)

in the following manner:  
width of driveway at property line: \_\_\_\_ meters

Details of location:

- Type of Construction:
- |  |                                    |  |
|--|------------------------------------|--|
| Barrier Curb <input type="checkbox"/>          | Roll Curb <input type="checkbox"/> | Ditch/Culvert <input type="checkbox"/>     |
| Combined Sidewalk <input type="checkbox"/>     |                                    | Separate Sidewalk <input type="checkbox"/> |
| Existing Construction <input type="checkbox"/> |                                    | New Construction <input type="checkbox"/>  |

Driveway approach to be constructed by: \_\_\_\_\_

If by the City, Work Authorization No.: \_\_\_\_\_

**Payment of the required application fee**

**Request for Permit**

The undersigned, being the applicant, hereby declares ownership of the property involved, agrees to comply with all conditions and regulations set out herein, submits the required fees, and requests issuance of a Driveway Permit.

Date: \_\_\_\_\_ Signature of Applicant: \_\_\_\_\_

**Approval**

The above application for a Driveway Permit is hereby:

- Approved       Approved, subject to a Crossing Permit       Not Approved

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_

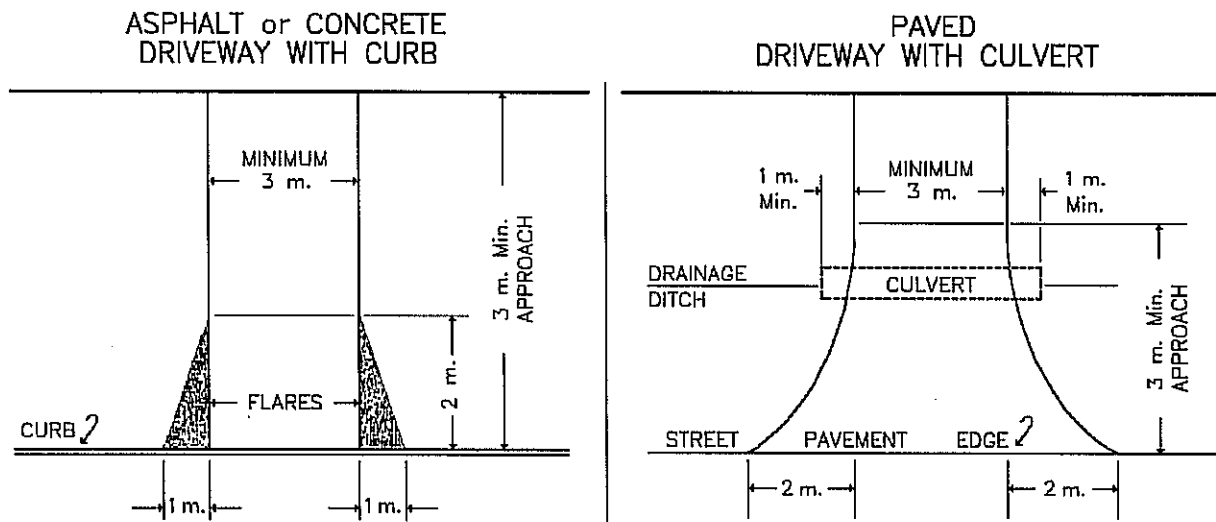
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## Recommended Standards:

The City recommends that the following standards be used in construction of driveway approaches:

1. Asphalt driveway approaches should be of a thickness not less than .05 metres (.2 feet) asphalt on a compacted gravel base and asphalt edges shall be formed with a 2 X 4 plank to provide for a straight vertical edge.
2. Concrete driveway approaches should be constructed of a thickness of .15 metres (.5 feet) concrete 30 MPa strength. These driveway approaches shall have 1 metre (3.3 feet) wide flares at the curb, tapering back over a distance of approximately 2 metres (6.6 feet). Care should be taken in constructing these driveway approaches that the slope will not be excessive so that damage will occur to the pavement and/or curb or rear understructure of the car. Therefore, maximum recommended slope is .25 metre (.8 feet) in the first 3 metres (9.84 feet).
3. Culverts required at ditch crossings shall be sized as instructed by the City Engineer at the time of application.

### DRIVEWAY DETAILS



### Conditions and Regulations

1. Payment of the application fee as set out in the Traffic By-law.
2. The applicant hereby indemnifies the City from and against all claims of any kind whatsoever arising out of or from the construction of this driveway, including but not limiting the generality of the foregoing, all matters of design, clearance, drainage, etc., unless the works are constructed by the City, and also from and against all claims of any kind whatsoever arising out of or from the maintenance of this driveway.
3. The applicant agrees to construct and maintain the driveway approach in accordance with the City's "Policy Governing Construction of Driveway Approaches" as contained herein, and other related by-laws now or hereafter in force.
4. The applicant agrees that in the event structures on the property are reconstructed or altered so that the driveway is no longer in use, or so that the required side yard is no longer available, the applicant will be responsible for the cost of removing the driveway and restoring the curb, boulevard and sidewalk.
5. The applicant agrees that any costs incurred by the City, as detailed further in the "Policy Governing Construction of Driveway Approaches", shall become a charge against the owner and may be assessed and collected by the City in the same manner as ordinary municipal taxes.

**Policy Governing Construction of Driveway Approaches:**

**Commercial Driveways**

1. All Commercial driveway approaches will be built to City standards by the City or a bonded Contractor, with experience in the field, to approved plans and specifications.

**Residential Driveways**

**General Conditions**

1. All driveway approaches shall conform to the City's By-laws regarding planning and traffic, and to the requirements of the City Engineer.
2. All driveway approaches from the property line to the curb or pavement edge shall be constructed of .15 metre (.5 feet) concrete, .06 metre (.2 feet) asphaltic pavement, or Uni-Stone bricks constructed on a compacted gravel base.
3. All driveway approaches shall be graded and the grade maintained to insure that no ponding shall occur, especially within 3 metres (9.84 feet) of the curb or pavement.
4. Excerpt from The City of Brandon Zoning By-law, Part FOUR, Section 9, Paragraph 5:

"The surface of the accessory off-street parking area, and the access driveways thereto shall be surfaced with either asphalt, concrete or paving bricks, and designed in such a manner that there will be no free flow of water onto either adjacent properties or a public sidewalk."

**New Construction**

5. Prior to the completion of a new curb, combined curb and sidewalk, or pavement and ditches, the owners will be notified and may apply for a driveway. If the application is approved, the curb opposite such driveway approaches will be modified to suit, at no extra cost to the owner.
6. When new pavement is laid on a rural section road with ditches, or when a new curb is built, the City or its Contractor shall complete any driveway approach as part of the construction project. A Work Authorization Form must be signed by the owners and they shall be given the opportunity to pay for the approach within 30 days from the date of billing after completion of the project. Failure to submit payment as directed above will result in the City adding the costs of construction to the owner's taxes.

**Existing Streets**

7. Should an owner want to build a driveway approach where a barrier curb exists, the owner shall apply to the City to modify the curb to allow for a driveway approach. No person, other than the City or bonded Contractors, shall modify curbs and such modification shall be at the owner's cost.
8. Should an owner want to build a driveway crossing an existing sidewalk, and where this sidewalk elevation would cause the slope of the driveway to be excessive, the owner shall apply to the City to modify the sidewalk to allow for a driveway, all at the owner's expense.

**Policy Governing Construction of Driveway Approaches (cont'd):**

**Residential Driveways (cont'd)**

**Existing Streets (cont'd)**

9. **When a sidewalk is recessed, or curb modified for a driveway approach on an existing and improved street, the owner shall complete any driveway approach within 2 months. Should the owner fail to complete a driveway approach during this period, the City shall have the right to build the driveway approach and add the cost of such construction to the owner's taxes.**
10. **Where an approach is to cross a roadside drainage ditch, a corrugated metal pipe, supplied by the owner, is to be installed by the City, at the proper location and grades. The owner must construct and pave or concrete the approach within 2 months of construction of the driveway, if adjoining a paved road.**
11. **Any damage to the landscaping, which occurs during driveway approach construction, shall be repaired by the owner. Should these repairs not be done by the owner within the 2 month period, the City may have such work carried out and the costs added to the tax bill.**

**Maintenance:**

12. **Should any driveway approach deteriorate to the point where ponding occurs adjacent to the curb, or the surface has broken up and material is liable to be washed or transported by vehicle tires onto the street, repairs shall be undertaken immediately by the owner.**
13. **Should the owner not repair the driveway approach, the City shall serve notice to the owner that repairs must be made within 60 days. Failing the repairs being carried out during this period, the City will have the right to repair the driveway approach, with costs levied as a charge against the land, to be collected in the same manner as ordinary taxes upon the land are collectible.**