



TOWNSHIP OF WOOLWICH

Application - Permission to Access Park & Trail Property

This application must be received and completed in full a minimum of 2 weeks prior to the date that you plan to access Township property.

Homeowner Name: _____

Homeowner Address: _____

Home Phone: _____ Business Phone: _____

E-Mail: _____

Contractor: _____ E-Mail: _____

Contact Person: _____ Cell Phone: _____

Business Phone: _____ E-Mail: _____

Certificate of Insurance Naming Township as Added Insured

Description and Purpose for Access / Restoration Plan:

Date(s) for access: _____

In consideration of being granted permission to access the above-named property and upon submitting this application I hereby agree to:

- Notify the Township at least 5 working days prior to accessing property if project is delayed and state a new start and end dates of project.
- Not access the trail or park during wet conditions and only after contact with the Township.
- Leave no construction material and or equipment unattended or overnight on Township lands.
- There is to be no refueling, oil changes or servicing of any piece of equipment on Township lands.
- Any form of chemical spills is to be properly reported and the applicant will be responsible to its entirety for all cleanup costs, fines and disposal.
- All staging areas and stock piling are to have the acceptance of the Township approval prior to the start of construction.
- To provide for Public Safety, the work area is to be secured in a fashion which provides site safety and security.
- All Township lands are to be left in a clean and orderly state at the end of each work day, should this be a multi day work activity.
- Any vehicle movement in or out of the work area is to be provided with an escort person to ensure the direction of travel is clear; public safety is maintained and physical damage avoided.
- Keep any access gates closed except for entry and exit.
- Post "Trail Closed" signs as provided by Township per Township direction.
- Restore the site to preconstruction condition and to the satisfaction of Township staff. If site is not restored to the complete satisfaction of the Township, the damage deposit will be used by Township staff to complete restoration.

Signature of Applicant: _____ Date: _____

Homeowner or Contractor

FOR OFFICE USE, ONLY:

Reviewed by Engineering and Planning: _____ Date: _____
Reviewed by Building: _____ Date: _____
Comments _____ _____
Building Permit Required: YES <input type="radio"/> NO <input type="radio"/>

Reviewed by Recreation and Community Services: Date: _____
Condition of Township Property: Pre-Access Inspection with Photo Documentation: _____ _____ _____
Post Access Inspection with Photo Documentation: _____ _____ _____
Community Services Supervisor Approval: _____ Date: _____

ADMINISTRATION FEE: \$75/day x _____ days =
\$ _____
HST \$ _____
Damage Deposit: (Refundable upon satisfactory inspection)
\$ 2000.00
 Receipt # _____ **Total Collected:**
\$ _____

Date _____

DEPARTMENT HEAD APPROVAL

Applicant informed permission granted: _____ Date _____
Print Staff Name

Approved for return of damage deposit Yes No

Cheque Requisition approved: _____

Date: _____

TOWNSHIP STAFF

DISCLAIMER:

The information provided is factual, and should it be found that the information is false, the responsibility will fall on the contractor and/or homeowner to make good any damages and/or violations that result, whether the sole action or in part of their doings. In most cases, homeowners are looked upon as the General Contractor and will be held responsible for any damages/issues resulting from contractor work.

For further assistance regarding obtaining a "Permission to Access Park & Trail Property" permit, please contact the Recreation and Community Services Manager of Operations and Projects at tvanderhoff@woolwich.ca.