

CORPORATION OF THE TOWNSHIP OF ADMASTON/BROMLEY

BY-LAW NO. 2022-61

**Being a By-Law to regulate the establishing of Entrances to Township Roads**

**WHEREAS** the Municipal Act, S.O. 2001, Chapter 25, Section 8 confers broad authority on municipalities to enable them to govern their affairs as they consider appropriate;

**AND WHEREAS** the Municipal Act, S.O. 2001, Chapter 25, Section 11, provides that a municipality may pass By-Laws respecting drainage and flood control;

**AND WHEREAS** the Municipal Act, S.O. 2001, Chapter 25, Section 27.(1), provides that a municipality may pass By-Laws in respect of a highway over which it has jurisdiction;

**AND WHEREAS** the Municipal Act, S.O. 2001, Chapter 25, Section 96, provides that a municipality may exercise its powers for the purpose of preventing damage to property as a result of flooding;

**AND WHEREAS** it is deemed expedient to provide for the regulation of the size and mode of construction of culverts that cross any drain or watercourse situated on a Township Road;

**NOW THEREFORE** the Council of the Corporation of the Township of Admaston/Bromley **ENACTS AS FOLLOWS**;

**1.0 SHORT TITLE**

This By-law may be cited as the "Entrance Permit By-law"

**2.0 DEFINITION**

1. An entrance for the purpose of this By-Law is a private road, entranceway, gate or other structure of facility constructed or used as a means of access to a public highway under the jurisdiction of the Township of Admaston/Bromley and includes the tiling and covering or filling in of a roadside ditch for the purpose of improving lawn frontage.

**3.0 PERMITS**

1. No person, including a Municipality or a Local Board thereof, shall construct an entrance except in accordance with the conditions of a permit issued therefore by the Township Public Works Superintendent.
2. Restrictions and specifications relating to the issuance of an entrance permit are set out and specified in Schedule "A" attached hereto.
3. An established fee for this permit shall be payable upon the issuance of the permit and before any work is commenced, and the fee shall be as set out in Schedule "B" attached hereto and forming part of this By-law.
4. A copy of the Entrance Permit to be obtained will be as set out in Schedule "C" attached hereto and forming part of this By-law.
5. Any entrance established contrary to the provisions of this By-Law may be removed by the Township and the cost of such removal shall be paid by the owner before an entrance permit is issued.
6. The Township of Admaston/Bromley shall maintain the surface of the entrance from the edge of the travelled portion of the road to the outer edge of the shoulder.

#### **4.0 MAINTENANCE**

1. The Owner at their own expense shall have the responsibility and liability for the installation, maintenance and repair of all culverts and entrance ways, subject to the supervision of the Public Works Superintendent and the said entrance ways shall not be part of a highway to which the liability of the Township to keep in repair shall extend.

#### **5.0 PENALTY**

1. Every person who contravenes any provision of this bylaw is guilty of an offence and upon conviction is liable to a fine as provided for by the Provincial Offences Act, R.S.O. 1990, Chapter P.33, as amended.

**THAT** this By-law repeals all previous By-laws and/or Motions of Council pertaining to the same.

**READ** a first and second time this 1<sup>st</sup> day of September, 2022.

**READ** a third time and finally passed this 1<sup>st</sup> day of September, 2022.

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MAYOR

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CAO/CLERK

## SCHEDULE "A"

### To By-Law No. 2022-61

#### ENTRANCES

##### 1) **Permit Required**

An entrance permit must be obtained before work is commenced on the construction of an entrance to a Township Road within the limits of the right-of-way.

##### 2) **Restrictions:**

Entrance has the following restrictions:

- (a) Entrance in a 80 KPH speed zone must have a clear line of sight not less than 60 m in each direction.
- (b) Where the speed permitted is less than 80 KPH, an entrance must have a clear line of sight not less than 45 m in each direction.
- (c) Exact location of entrance is at the discretion of the Road Superintendent.

##### 3) **Specifications:**

The minimum width of an entrance is 5 m. The diameter of culvert is at the sole discretion of the Public Works Superintendent, and the minimum length is 6 m and maximum width is 18 m. Greater size and length may be required in certain locations to provide for the flow or the depth of the ditch. Standard pipe, culverts and materials approved by the Township Public Works Superintendent must be used. The use of any other material is prohibited.

A culvert may not be required in every case, but that it shall be determined by the sole discretion of the Public Works Superintendent.

Each entrance must be designed, constructed, and maintained in such a manner as to prevent the discharge of surface water from the entrance way or from private property onto the travelled portion of the road.

The Owner / Agent must hire a qualified contractor to construct each entrance, including the installation of a pipe or culvert and other work pertaining to the entrance and the cost of the construction is to be borne by the applicant.

The Township will maintain the surface of the entrance from the edge of the travelled portion of the road to the outer edge of the shoulder. An entrance that is constructed or used contrary to the provisions of this by-law or contrary to the requirements of the entrance permit will not be maintained by the Township, and if the infraction warrants, the entrance may be removed by the Township at the owner's expense.

**SCHEDULE "B"**

**To By-Law No. 2022-61**

Respecting Fees

**Entrance Permit Fee \$100.00;**

As per Township Fees & Charges By-Law, amended from time to time.

**SCHEDULE "C"**  
**To By-Law No. 2022-61**

**477 STONE ROAD**  
**RENFREW, ON K7V 3Z5**

**ENTRANCE PERMIT**

Authority is granted to:

**Name:** \_\_\_\_\_

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

**Telephone:** \_\_\_\_\_

As a means of Access to: Lot: \_\_\_\_\_ Concession: \_\_\_\_\_

On Township Road Name: \_\_\_\_\_

Use of Entrance: \_\_\_\_\_

Closest Pin#: \_\_\_\_\_ Meters from Pin: \_\_\_\_\_

**SUBJECT TO THE FOLLOWING CONDITIONS:**

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

The issue of this permit does not relieve the holder of the responsibility of complying with relevant Municipal By-Laws.

A fee of \$\_\_\_\_\_ has been paid for this entrance permit and civic address sign.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Public Works Superintendent

\_\_\_\_\_  
Property Owner

**\*PLEASE NOTE\***

No entrances are to be installed between October 31<sup>st</sup> and April 15<sup>th</sup> unless written consent has been given by the Director of Public Works.