



The Corporation of the Town of Whitby
Public Works Department
Engineering and Infrastructure Services Division
Phone 905.430.4307

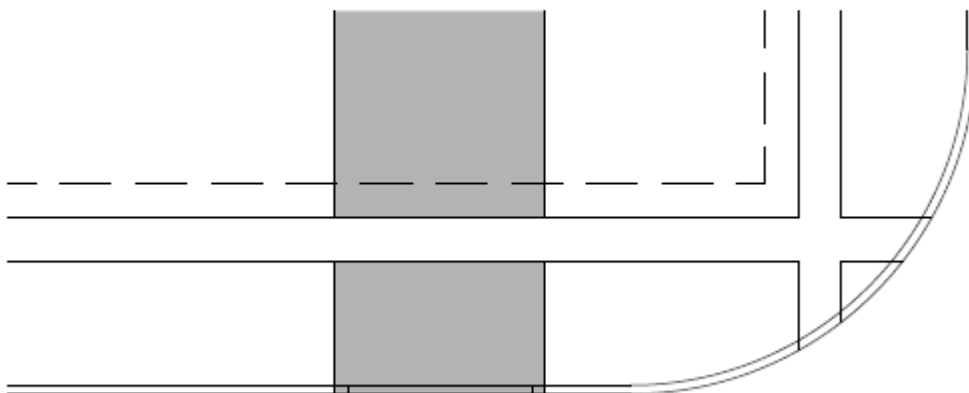
Application Form – Curb Cut Permit

Town of Whitby Zoning [By-Law 2585](#) Section 6A Parking and Loading Requirements, applies to all properties within the Town of Whitby. Please review the Zoning By-Law and [Engineering Standard Drawing 305](#), prior to applying for the attached permit. The Road Occupancy and Municipal Access [By-law 6291-10](#) regulates any changes made to the curb in front of your property. The boulevard in front of your property is owned by the Town, and as such, approvals are required prior to making any changes to this piece of land. In addition to the above, thought should be given to where people will enter or exit vehicles and where ice and snow will be placed so as not to impact neighbouring properties.

How to Submit Your Application and Fees

1. A copy of this completed form along with a sketch of the intended curb cut location showing current and proposed dimensions requested.
2. Fees associated to the curb cut are on the attached form and are subject to a yearly increase. Once reviewed and accepted the fees shall be paid prior to any cuts being performed.
3. The form may be emailed to ROP@whitby.ca or delivered in person at 575 Rossland Road East, Whitby, Ontario L1N 2M8. Fees shall be submitted in person at Town hall either by cheque, money order or cash payment.

Location Sketch Indicate Which Side(s) of the Driveway Cut is Requested For



Personal information on this form is collected under the authority of the Municipal Act, R.S.O. 1990, c.M. 45, and will be used to determine compliance with the provisions of the Town's By-laws. This information may be forwarded to various Town Departments and the Region of Durham for comment. Questions about this collection should be directed to the Town of Whitby, 575 Rossland Road East, Whitby, Ontario L1N 2M8, 905.430.4307.



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For Office Use Only	
Order No.	-20
Account No.	CURB CUTS 13100-40324
Account No.	ENGADM 13100-40375 - \$110.00
HST G/L No.	1000-21162

Application for Curb Cut

Applicant Information

Applicant Name:	
Address:	Postal Code:
Telephone:	Cell:

Curb Cut Location

Street:	House No.:	Lot No.:
New Driveway	Second Driveway	Widen Existing Driveway
Other:	Existing Driveway Width:	metre(s)
Length of Curb Cut Requested:		metres(s)

Curb Cut Cost

Item	Quantity	Price	Cost
Minimum Charge for the First 2.0 metres			
Cost Per Metre for Each Additional Metre			
Additional Cost Per Order When Cutting on Both Sides of Existing Driveway			
Sub Total for Curb Cut			
Non Refundable Administration Fee			
Sub Total			
H.S.T 13% (HST No. 12192 6182)			
Total Cost			

The applicant agrees to have the Town of Whitby or their agent perform the necessary work at a cost of _____ to be paid by the applicant before any work is performed. The length of curb-cut includes the vertical taper, which is the transition between the depressed curb and the full height curb (approximately 0.3 metres). After the curb cut is completed a hard surface driveway must be constructed as per the Town of Whitby Zoning By-laws.

Applicants Signature

Date

Application approved by

Date