



Operational Services - Damage Prevention

The Corporation of the County of Prince Edward

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damageprevention@pecounty.on.ca | www.thecounty.ca

Right of Way or Temporary Road Occupancy Permit

Please note: payment and proof of insurance must accompany application

Applicant's Name: _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Date: _____

Type of Permit:

- Right of Way – work on Municipal Property including boring, trenching, road cuts, paving, ditching, grading, etc.
- Road Occupancy – placement of dumpsters, moving trucks, scissor lifts & boom trucks, scaffold, ladders, window cleaning, etc.

Location of Work: _____

Estimated Date of Work: _____

Scope of Work (specify): _____

Reason for Work: _____

The Constructor must have \$2,000,000 (Two Million Dollars) liability insurance to work on The County right-of-way. Proof of insurance coverage to accompany application.

Agreement:

I/We hereby agree to assume liability for all damages incurred as a result of the above work or occupancy and to indemnify and save harmless The County of Prince Edward from any actions, claims, suits or demands made against The County by any person arising out of the issuance of this application. **72 hours notice** is required for all involved. Deposit (if applicable) will be refunded once work has been completed to the satisfaction of Prince Edward County Operational Services Department.

Signature of Applicant

Date

Approved by The County of Prince Edward

Date

**The Corporation of the County of Prince Edward
2025 Fees and Charges**

Schedule "D"

TRANSPORTATION SERVICES

Item/Services	Jan 1, 2025	Jan 1, 2024	HST
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ROADS

Entrance Permits, per entrance. Additional financial security may be required	\$580.00	\$580.00	N
Entrance Permits - Additional inspections, if required, per inspection	\$110.00	\$110.00	N
Oversize Load Moving Permits, per move. Additional financial security may be required	\$110.00	\$110.00	N
Oversize Load Permit - if inspection of move is required, per inspection	\$165.00	\$165.00	N
Annual Oversize Load Move Permit	\$300.00	\$300.00	N
Temporary Occupancy Permit (occupying space within the road allowance or other public property, no surface disturbance)	\$60.00 plus \$15.00/day	\$60.00 plus \$15.00/day	N
Occupancy Permit for work on municipal road allowance or other public property including, boring, road cuts, paving, grading, etc., per location	\$550.00	\$550.00	N
Municipal Consent Permit – Utility Expansion Projects per 300 metres of roadway chainage in settlement areas and 1,000 metres everywhere else	\$400.00	\$400.00	N

ROAD ALLOWANCE CLOSURES/DECLARING SURPLUS

Processing Fee (road closure)	\$900.00	\$900.00	N
Processing Fee (request to declare surplus)	\$900.00	\$900.00	N
Additional expenses (e.g. legal, appraisal, title search, registration, survey and land costs)	At Cost	At Cost	Y

ENCROACHMENT AGREEMENTS

Encroachment Agreements	\$750.00	\$750.00	N
Road Use Agreements – 500 KW capacity and smaller projects	\$400.00	\$400.00	N
Road Use Agreements – Over 500 KW capacity projects	\$5,000.00	\$5,000.00	N
Additional expenses (e.g. legal, appraisal, title search, registration, survey and land costs)	At Cost	At Cost	Y

FINGERBOARDS & OTHER SIGNS

Finger Board Signs – Production and Installation of new sign	\$350.00	\$250.00	Y
Finger Board Signs - Annual maintenance charge per sign	\$90.00	\$85.00	Y
Picton Business Park Sign - Installation of sign	\$110.00	\$110.00	N
Picton Business Park Sign - Annual maintenance charge per sign	\$45.00	\$45.00	N
Civic Address Sign	\$30.00	\$30.00	N
Civic Address Sign Post	\$30.00	\$30.00	N

SERVICE CONNECTIONS

Permit to connect to Municipal Water and/or Sanitary Sewer (works within the Municipal Right of Way)	\$600.00	\$600.00	Y
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