



APPLICATION FOR ENCROACHMENT AGREEMENT

DATE: _____

ENCROACHMENT TYPE	Select (X)	FEE
PROJECTING SIGN/CANOPY/AERIAL	<input type="checkbox"/>	\$197.75 (\$175 + HST)
STRUCTURE ON CITY RIGHT-OF-WAY (e.g. porches, fences, decks, wells)	<input type="checkbox"/>	
OUTDOOR PATIO	<input type="checkbox"/>	
ENVIRONMENTAL INVESTIGATIONS (i.e. monitoring wells or other environmental exploratory activities)	<input type="checkbox"/>	
OTHER (please explain)	<input type="checkbox"/>	

APPLICANT INFORMATION

APPLICANT NAME:		
LEGAL BUSINESS NAME (If applicable):		
STREET ADDRESS:		
CITY:	PROVINCE:	POSTAL CODE:
PHONE:	EMAIL:	

PROPERTY OWNER INFORMATION (if different from applicant)

NAME:		
STREET ADDRESS:		
CITY:	PROVINCE:	POSTAL CODE:
PHONE:	EMAIL:	

ENCROACHMENT LOCATION

MUNICIPAL ADDRESS:		
LEGAL DESCRIPTION:		
PLAN:	BLOCK:	LOT(S):

Note: Application must be submitted with the application fee and a drawing. (See Appendix A)

To submit your form or to find out more information, please contact the following:

Barry Simpson, Engineering & Development Services Department
 City Hall, 169 Front Street, Belleville, ON K8N 2Y8
 Telephone: 613-967-3200 X3508 Email: bsimpson@city.belleville.on.ca

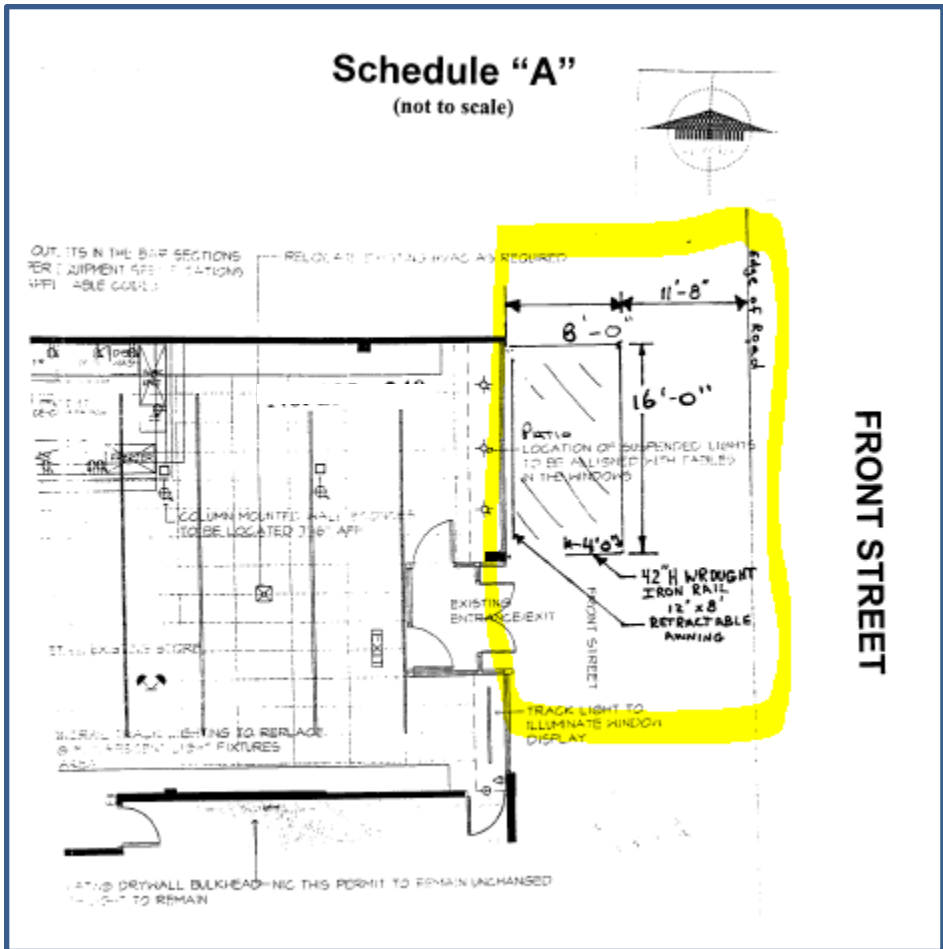
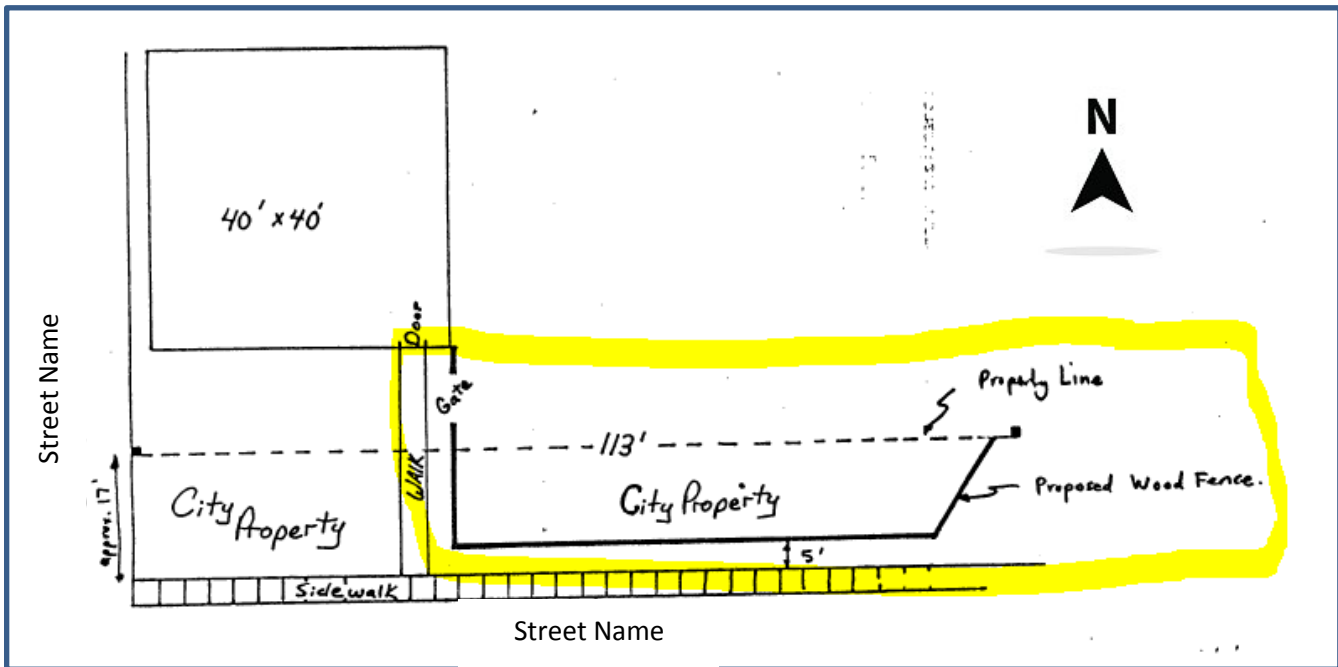
Personal information contained on this form is collected pursuant to Freedom of Information and Protection of Privacy legislation and will be used for the purpose of processing this application. Questions about this collection should be directed to the Engineering and Development Services Department at City Hall, located at 169 Front Street, Belleville Ontario K9N 2Y8. Telephone: 613-968-6481.

APPENDIX A

Sample Drawings for Encroachment Agreement Application

Note: The drawing should identify the location and dimensions of all existing surface features between the property line and the road.

Drawing for Fence Encroachment



Drawing for Outdoor Patio Encroachment