



**DISTRICT OF HIGHLANDS**  
1980 Millstream Road  
Victoria, BC V9B 6H1  
Telephone: 474-1773 Fax: 474-3677

**DRIVEWAY ACCESS PERMIT APPLICATION**  
**(Application for Access to Municipal Road)**

Pursuant to Bylaw No. 300 a permit for access to a municipal road must be obtained from the Municipal Office.

Please complete the following and return to the above address.

**PART I**

\_\_\_\_\_

CIVIC ADDRESS

\_\_\_\_\_ Highland Land District

\_\_\_\_\_

LOT	SECTION	PLAN
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ACCESS ONTO: \_\_\_\_\_

\_\_\_\_\_

OWNER	APPLICANT (if not owner)
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\_\_\_\_\_

ADDRESS	ADDRESS
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PHONE	PHONE
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**PART II**

**THIS APPLICATION FORM MUST INDICATE THE FOLLOWING INFORMATION pursuant to the District of Highlands Bylaw No. 300 to Regulate Roads and Traffic, 2008 (Bylaw attached)**

1. Section 6.21:

My proposal meets the minimum stopping site distance as set out in Appendix B to Bylaw No. 300 for:  
**(choose one)**

residential

farm

commercial or industrial

**OR**

I request Council to consider varying the requirements in Appendix B to Bylaw No. 300. I attach a report authored by a traffic safety engineer certifying that the subject driveway will perform as well or better than what it would have performed under the sight distance requirements described in Appendix "B".

**DRIVEWAY ACCESS PERMIT APPLICATION  
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**PART II** *continued*

2. Section 6.21:

copy of liability insurance

**PART III**

**If not the owner of the property, the applicant must indicate by signing the following:**

I agree to construct a driveway access in conformance with the District of Highland's requirements and conditions set out in the permit. I further agree to indemnify the District of Highlands from any and all claims, demands, actions, suits or other proceedings by anyone, made or brought against the District of Highlands by reason of, or arising out of the work covered by this application. I further agree to maintain the driveway access in good condition and repair at all times, including the building construction period.

That all person or persons for whom these works are being constructed, or by whom these works are maintained, shall, at all times accept full responsibility for any accident that may occur or damage that may be done to any person or property whatsoever caused directly or indirectly by these works, and shall save harmless and keep indemnified the District from all claims and demands whatsoever in respect to these works and such work.

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Signature of Applicant

Date

**CONSTRUCTION IS NOT TO COMMENCE PRIOR TO SITE INSPECTION AND ISSUANCE OF PERMISSION TO CONSTRUCT.**

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Signature of Owner / Applicant

Date

Security Deposit: \$100.00 (as per Bylaw 300, Section 6.21)

**MARK, FLAG OR PEG EXACT LOCATION OF PROPOSED DRIVEWAY ENTRANCE TO  
PROPERTY PRIOR TO PRELIMINARY INSPECTION**