

Department: Building	Form Number: P00-01893
Subject: Application for Trailer Licence	Effective Date: 21/11/30
Policy No:	Revision Date:
Bylaw No: 3039/21	Version #: 1

Application for Trailer Licence

Complete and attach all information prior to submitting this application.

1. Applicant Information

a)	Applicant(s):	
	Address:	
	e-mail address:	
	Phone:	

Note: If Applicant is not the registered owner of the property, the Applicant must have the owner's consent to apply for such licence.

Property Owner (if different from 1a)

b)	Property Owner(s):	
	Address:	
	e-mail address:	
	Phone:	

2. Property Information

Municipal Address:					
Lot:		Concession:		Township:	
Registered Plan No.:				Part/Lot/Block:	
Parcel:					
Roll No.:					

Notes: Attach copy of parcel register or deed or provide MPAC Roll Number as proof of ownership.

- If no civic address/911 number has been assigned for this property, one must be applied for prior to submitting this application.
- If not located on a municipal road, acknowledgement that the Town has no obligation to provide emergency services must be included with the application.

3. Trailer Information

Make and Model:	
Serial Number or VIN:	

Please attach four pictures of trailer if already located on the property (one of each side of trailer).

4. Servicing Information

Sewage and Grey Water:

- a) Will the trailer be connected to an existing sewage disposal system? Yes No

If YES, please provide a Certificate of Approval which indicates that the connection of a trailer or trailers to such system has been approved by the Sudbury and District Health Unit.

- b) Will a grey water pit be utilized? Yes No

If YES, please provide a Certificate of Approval which indicates that connection of a trailer or trailers to such system has been approved by the Sudbury and District Health Unit.

- c) Will the site be serviced with an outhouse? Yes No

- d) If the trailer is NOT CONNECTED to a holding tank or sewage disposal system, or is NOT SERVICED by a grey water pit or outhouse, you will be asked to provide the following on site:

_____ Dumping receipts from an accredited dumping facility or service provider

_____ Confirmation of the use of a certified portable receptacle

Potable Water:

- e) Will the trailer be connected to an existing potable water system? Yes No

If YES, please provide a Certificate of Approval which indicates that the connection of a trailer or trailers to such system has been approved by the Sudbury and District Health Unit.

If NO, please indicate how potable water will be provided to the trailer: _____

Electrical:

- f) Will the trailer be directly connected to electrical services? Yes No

If YES, please provide the Electrical Safety Authority approval for connection. This requirement only applies if the trailer will have a direct connection to the electricity distribution system (i.e. not an extension cord plugged into an outlet.)

5. Required Submissions

- Site Plan – required

Provide a drawing showing the location or proposed location of the trailer in relation to the boundaries of the property and including all existing structures, sewage systems, wells, vegetation, driveways/access, and watercourses/waterbodies. Such drawing shall be scaled or, where the property is large, measurements shall be included indicating the distance of the trailer from property boundaries and other features.

- Proof of Property Ownership – required under Section 2
- No Obligation for the Town to provide Emergency Services, if applicable under Section 2

I _____ am the applicant named herein, applying to locate a trailer on a property that does not have frontage on an open, maintained municipal road, and I acknowledge that the Town has no obligation or responsibility to provide emergency services to my trailer and/or the property it is located on.

I _____ assume all risk associated with use of the trailer that I am applying to licence, and agree to indemnify, defend, and hold the Town harmless from any and all claims, actions, suits, procedures, costs, expenses, damages and liabilities including, but not limited to, legal fees, arising from, or in any way related to, failure to provide emergency services to the trailers and/or property.

Signature _____ Date: _____

- Pictures - required under Section 3
- Permits/Approvals, if applicable under Section 4
- Applicable Fee: Annual Licence: \$700 (or \$500 if complete application is submitted prior to April 1)

6. Signatures

I confirm that the information provided on this application form is true to the best of my knowledge and belief.

I agree to comply with the provisions of By-Law .

Applicant Signature _____ Date: _____

Property Owner Signature _____ Date: _____

*If property owner and applicant are the same, please sign in both locations.