



**West Hants Regional Municipality**  
 76 Morison Drive  
 Windsor, Nova Scotia, B0N 2T0  
 Phone: (902) 798-8391.

**Work Within Right-of-Way Permit  
 For Municipal Owned Roads & Infrastructure**

**How to Apply for a Permit**

**Permit Applications must be submitted to the Planning Department**

Becky Dauphinee [bdauphinee@westhants.ca](mailto:bdauphinee@westhants.ca) or dropped off to our location below.

**Mailing:** Po Box 3000, 76 Morison Drive, Windsor, NS, B0N 2T0

Questions regarding cost associated & Municipal Specifications Rob Butler [rbutler@westhants.ca](mailto:rbutler@westhants.ca) 798-8391 Ext 143

**Customer & Premise Information (Required)**

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Phone Number: ( ) \_\_\_\_\_ Email: \_\_\_\_\_  
 Location/Address: \_\_\_\_\_  
 Property Identification Number (PID): \_\_\_\_\_  
 Type of Premise:  Residential  Multi-Unit Res.  Industrial  Commercial  Institution Owner  
 Signature: \_\_\_\_\_

**Contractor Information (Required)**

Name: \_\_\_\_\_ Email: \_\_\_\_\_  
 Phone Number: ( ) \_\_\_\_\_  
 Contractor Signature: \_\_\_\_\_

**Proposed Work**

Check or complete all that apply:

Service Connection Type:	<input type="checkbox"/> New	<input type="checkbox"/> Renewal	
Service Connection System:	<input type="checkbox"/> Water	<input type="checkbox"/> Wastewater	
Service Connection Location:	<input type="checkbox"/> Business	<input type="checkbox"/> Private	
Water Service Connection:	Size: _____		
Wastewater Service Connection:	Size: _____		
Backflow Prevention Device:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Don't Know
Pressure Reducing Valve:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	<input type="checkbox"/> Don't Know
Driveway Installation:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Driveway Culvert Installation:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Size: _____

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### Application Sketch

In the space provided below, indicate all physical characteristics on, below or within the property that may impact the installation of the service connection installation or repair. Indicate if the proposed work is located on private property or within the Municipality Street right-of-way. If the work is located within the street right-of-way, the Applicant will be required to secure a Municipality Streets and Services permit.

- Location of building(s)
- Location of driveway(s)
- Location of retaining walls
- Location of existing water service connection & service box
- Location of existing wastewater service connection (indicate gravity or pumped)
- Location of existing culvert(s)
- Proposed location of service connection(s) to building
- Proposed driveway culvert(s)
- Location of underground gas, phone and electrical utilities
- Any other significant features

