



Hamilton

## “Farm 911 - Emergency Access Point (EAP) Number Request Form”

### 1) Contact Information

	Name	Mailing Address	Contact Information
Owner(s)			Phone:
			E-mail:
Applicant(s)			Phone:
			E-mail:

*Note: The applicant shall be the property owner or must otherwise include a letter from the property owner designating the applicant as the owner’s acting agent. If the application is accepted, the **APPLICANT** will receive a confirmation notice letter mailed to the above address. Please ensure the owner receives a copy of the letter for their records.*

### 2) Location information of SUBJECT PROPERTY (Please fill in as much information as you are able in the table below to assist staff with accurately locating the vacant property).

Former Municipality	
Roll Number	
Legal Description	
Property Identification Number (PIN)	
Lot Dimensions (Frontage, Depth, Area)	
Municipal Addresses of adjacent properties	

### 3) A map, sketch, or site plan of the property shall be included with the Farm 911 - EAP application which identifies the following:

- Location of the existing access point(s) for which the Farm 911 - EAP number is requested;
- Location of other existing access points on the property, if applicable, and approximate distance between those access points;
- Property lines, including approximate distance between the access point for which the Farm 911 - EAP access is requested and the property line;
- Other information if requested by staff.

4) **Installation of the Farm 911 – EAP sign** can be completed by the City of Hamilton (at no charge) or by the property owner. Note that if installation is completed by the City of Hamilton, the City reserves the right to schedule the installation as deemed appropriate based on operational requirements and weather conditions. If installation is completed by the property owner, the City shall provide specifications and instructions for installation, and the owner shall be responsible for obtaining utility locates prior to installation.

Please indicate if installation will be completed by the City or the property owner: \_\_\_\_\_

5) **I/We the undersigned owner(s) of the property subject to the application, acknowledge that approval of a Farm 911 - EAP sign application:**

- Is for vacant properties only receiving a Farm 911 - EAP sign;
- Is to assist in emergency situations only, and does not constitute a civic address for mail delivery purposes;
- Does not permit further use or development of the property without the appropriate approvals;
- Should further development of the property occur, requires the property owner to purchase and submit an application for a new green 911 sign/civic address;
- Does not constitute the approval of an entrance from a public highway nor does it deem the access safe for use or that it meets municipal entrance standards;
- Does not guarantee that access is adequate for emergency vehicles and where access is not adequate, emergency vehicles may not be able to enter the property;
- If the property owner chooses to install the sign blade, requires the owner to obtain utility locates prior to the sign's installation and install the sign as per the City of Hamilton's specifications and instructions,
- Requires the property owner to maintain / keep the access in good repair and ensure the signage remains visible;; and,
- Requires that the property owner will be responsible for the replacement of the sign should the sign be damaged (fee may apply).

***I/We confirm that we have read and understand the above stipulations and take full responsibility for the accuracy of the proposed information provided on this form. By signing below I/we confirm agreement to the above.***

\_\_\_\_\_  
Property Owner(s) Signature

\_\_\_\_\_  
Date

**The completed Farm 911 –EAP Number Request Form may be submitted:**

- by email: [maddress@hamilton.ca](mailto:maddress@hamilton.ca);
- by mail: City of Hamilton Planning and Economic Development Department Attention: Legislative Approvals / Staging of Development, 71 Main Street West, 6th Floor Hamilton ON L8P 4Y5;
- in person: Hamilton City Hall, 6<sup>th</sup> floor

**Note:** All decisions of the Planning and Economic Development Department are considered Final with respect to municipal numbers.