

# MUNICIPALITY OF KILLARENY – TURTLE MOUNTAIN

## POLICY & PROCEDURES MANUAL

<i>Section</i> Municipal Property	<i>Classification</i> Policy
<i>Subject</i> Curb Removal and Replacement	<i>Pages</i> 1
<i>Authority</i> Council	<i>Effective Date</i> May 9, 2005
<i>Approved (date and resolution number)</i> May 9, 2005 - #69	<i>Index Number</i> PROP-02

### PURPOSE

The purpose of this policy is to ensure that improvements or alterations to curbs and driveways are done in a controlled manner that is beneficial to the Town of Killarney and the property owners adjacent.

#### 1. POLICY STATEMENT

The Town of Killarney is committed to establishing a policy for the use and improvement of curbs and driveways.

#### 2. INFORMATION REQUIRED TO SUBMIT

- Owners of property that wish to do improvements to curbs and driveways are required to submit the following information in a written application.
- Your name, mailing address, telephone number, street address and rationale for project.
- A detailed description of the work site including a map, survey plan or sketch with dimensions indicating the location an existing buildings.

#### 3. AUTHORITY LEVEL

The first contact should be in writing to the Town Killarney Council.

- Council has legal control of the street and curbs and the authority to approve, place conditions on approval or not allow improvements on the streets.
- No work on the curbs or driveways is to take place before approval of Council.
- Following approval Council requires that only Town staff or contractor hired by the Town are authorized to carry out the curb removal and replacement.
- All expenses related to the curb removal and replacements are the responsibility of the property owner making the request.