



# The Town of Torbay

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Request Number \_\_\_\_\_  
  
Office Use Only

Date Received \_\_\_\_\_

## Traffic Calming Request Form

Applicant: \_\_\_\_\_

Civic Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Area Information:

Area of concern:  Residential  Recreational  Other: \_\_\_\_\_

Traffic concern:  Speeding  Sightlines  Pedestrian Safety  Collisions  Other: \_\_\_\_\_

Detailed description of location (street name, landmark, house numbers, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Detailed description of issue (cause, severity, risks, etc.):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Detailed description of suggested traffic calming solution (as seen in the traffic calming policy):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Applicants are required to sign below to acknowledge that the Town of Torbay will review and assess the described area of concern as provided by the applicant alongside the Town's "Traffic Calming Policy".*

Applicant Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## PLEASE REVIEW & SIGN

### Collection, Use and Disclosure of Personal Information

Personal information means *recorded* information about an *identifiable* individual, including the individual's name, address or telephone number. The full definition of personal information can be found in Section 2 (u) of *ATIPPA*.

We may collect and retain personal information for a number of reasons.

Examples include:

- Permit Applications
- To communicate with you about our services
- To collect taxes
- To communicate any changes or disruptions in services

Any personal information will be collected in compliance with *ATIPPA*. Information will only be used for the intended purpose, a related purpose, or another use authorized by *ATIPPA*.

You should be aware that under these guidelines, personal information you provide may be disclosed in the following documents:

- An Access to Information Request, where the disclosure would not be an unreasonable invasion of privacy
- Correspondence tabled at a public meeting; or
- Public documents
  - Adopted Minutes
  - The Assessment Roll
  - Regulations
  - The Municipal Plan
  - Open Public Tenders
  - Financial Statements
  - Auditor's Reports
  - Adopted Budgets
  - Contracts
  - Orders
  - Permit
  - Any documents tabled at a public meeting

**If you do not wish to have your personal information disclosed in a public document or tabled at a public meeting, please indicate this in your correspondence. We will take your concerns into account but cannot guarantee the information will not be disclosed. By signing you are giving permission for your personal information to be tabled with this application at a public meeting.**

Signing of this document provides acknowledgement that you have read and understand the requirements of the *ATIPPA* legislation as well as the Town's application and permit process.

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_