



SOIL DEPOSIT AND REMOVAL PERMIT APPLICATION FORM

FOR OFFICE USE ONLY	
Application Fee Paid:	Receipt Number:
Received By:	Date Received:
File Number:	

Applicants are advised to consult with Staff before submitting a soil deposit and removal permit application. **This application will not be accepted unless it is complete, and the required fee and plans are attached. Fees are non- refundable unless otherwise noted.**

Application Type and Amount *(see attached schedule for fees)*

Soil Deposit/To Deposit Soil

Soil Removal/To Remove Soil

27 – 45
cubic metres (m³)

45 – 90
cubic metres (m³)

90 – 180
cubic metres (m³)

> 180
cubic metres (m³)

Applicant

Name(s): _____

Mailing Address: _____

Phone: (Home) _____
(Cell) _____
(Fax) _____

e-mail: _____

Owner (if different from applicant)

Name(s): _____

Mailing Address: _____

Phone: (Home) _____
(Cell) _____
(Fax) _____

e-mail: _____

Required Information (see [Village of Lions Bay Soil Deposit, Soil Removal and Land Alteration Bylaw No. 510, 2018](#), section 10, *Permit Application Requirements*, for details):

A. Location of the external site from which soil is to be removed (for soil deposit permit) or the location of the external site to which soil is to be deposited to (for soil removal permit):

Civic Address (House No. , Street Name, Community/Local Government):

B. The general description and volume of the soil to be deposited or removed:

Type: _____

Description: _____

Volume (area x depth): _____

C. Description of the equipment being used to move and manipulate the site and soil:

Equipment Used: _____

**depending on the equipment being used, a refundable damage deposit between \$3,000 and \$5,000 may be required.*

D. Detailed plans, data and specifications for the proposed site, if required under section 10.2 or 10.3 of the [Village of Lions Bay Soil Deposit, Soil Removal and Land Alteration Bylaw No. 510, 2018](#) (please attach separately).

10.1 Note that every application for a *permit* for more than 27 cubic metres (m³) of soil shall be accompanied by detailed plans, data, and specifications for the proposed site prepared by a *Registered Professional* to a scale of not more than 1:1,000, unless otherwise authorized by the *Public Works Manager*, showing the contour of the ground in its current state and shall contain information regarding the *soil deposit or removal* with respect to the following matters:

- a) the location of the site from which *soil* is to be *removed*, in the case of *soil deposition*, or the location of the site to which *soil* is to be *deposited*, in the case of *soil removal*;
- b) the general description and volume of the *soil* to be *deposited or removed*;
- c) all features including buildings, structures, tree cover, roads, bridges, and natural watercourses;
- d) land uses and designations, such as civic address, zoning, areas prone to flooding and erosion, and environmentally sensitive areas;
- e) the proposed slopes which will be maintained upon completion of the *soil deposit or removal*;
- f) the proposed methods to control the erosion of the banks of the *soil deposit or removal*;
- g) the proposed methods of drainage control during the *soil deposit or removal*;
- h) the proposed methods to control noise and dust generated by the proposed *soil deposit or removal*;
- i) the proposed methods and locations of access to the site during the *soil deposit or removal*;
- j) the proposed grading and rehabilitation plan for the *soil deposit or removal* site during and upon completion of the proposed *soil deposit and removal* operation, and copies of any remediation or site closure plans filed with the Ministry of Energy and Mines or the Ministry of Environment and any remediation requirements of these or other ministries or authorities having jurisdiction;
- k) the proposed location of machinery, buildings, scales, and all other proposed structures and improvements;
- l) the proposed location of buffers and tree cover, and the location and grade width of berms;
- m) the proposed schedule for the *deposit or removal of soil*, indicating the amounts to be either *removed or deposited* on a monthly basis;
- n) the proposed routes to and from a *soil deposit or removal* area;
- o) a traffic management plan, which would include but not be limited to a description of the frequency of trucks, signage, placement of safety control devices, and other traffic control that would minimize the disturbance created;
- p) copies of all other necessary approvals and permits from Federal and Provincial authorities required by statute or regulation in connection with the proposed *soil deposit or removal*;
- q) a site reclamation plan including Invasive Species Management Plan, prepared by a *Qualified Registered Professional* to be incorporated into the *permit*; and
- r) such other information as may be required under any applicable Development Permit.

Note that where the application relates to parcels (or portions thereof) that are:

- a) subject to flooding or floodplain hazards, including flood construction level covenants, save harmless covenants or identified on provincial flood mapping;
 - b) situated within a Natural Hazard Assessment Area;
- the *Public Works Manager* is entitled to require that such application also be accompanied by detailed plans, data and specifications for the proposed site prepared by a *Registered Professional* to a scale of not more than 1:1,000, unless otherwise authorized by the *Public Works Manager*, showing the contour of the ground in its current state and containing information regarding the *soil deposit or removal* with respect to any (or all) of the matters set out in section 10.3 c) through r).

Agent's Authorization

If the applicant is not the registered owner, the owner(s) must complete the owner information and attach a letter of authorization, or complete and sign the following:

As the owner of the land described in this application, I/we hereby authorize _____ to act as applicant in regard to this land development application.

Owner Signature

Date

Owner Signature

Date

Declaration Pursuant to the *Environmental Management Act*

The following declaration should be completed only after the applicant has reviewed the [Contaminated Sites Regulation Schedule 2](#) and determined that the subject property has not been used for industrial or commercial activities as described therein. If the subject property has been used for any activities listed on Schedule 2, a Site Profile form must be completed and submitted to the SLRD with the completed application and appropriate fees.

I, _____, hereby acknowledge that the *Environmental Management Act*, 2003, is effective as of March 31st, 2005.

Based on my personal knowledge of the property in question, I do not believe that it is or has been used for any of the industrial or commercial purposes and activities specified in Schedule 2 of the regulations. Accordingly, I elect not to complete and submit a 'site profile', as outlined in Section 40(1) of the Act.

I further acknowledge that this election does not remove any liability, which may otherwise be applicable under the legislation.

Signature

Date

I, the undersigned, hereby certify that the attached information, provided with respect to this application is full and complete and a true statement of facts, and hereby agree to submit further information as may be deemed necessary for processing the application.

Signature

Date

All applications should be accompanied by the following information:

- Application fee(s)** – see attached fee schedule
- Signed “Declaration Pursuant to the Environmental Management Act”**
- Detailed plans, data and specifications for the proposed site, if required**

FEE SCHEDULE

VOLUME	APPLICATION FEE
27 – 45 cubic metres (m ³)	\$100.00
>45 – 90 cubic metres (m ³)	\$200.00
>90 – 180 cubic metres (m ³)	\$400.00
> 180 cubic metres (m ³)	\$600.00