



Instructions for Applicants

Soil Removal and Deposit Permit

READ “SOIL REMOVAL AND DEPOSIT BYLAW NO. 1332, 1998”

- **APPLICANT INFORMATION:**

Applicant information refers to the person signing the permit.

If you are not the registered owner of the property for which the permit is being applied for, you must submit a completed [Owners Authorization Form](#) with your application.

- **SOIL REMOVAL LOCATION:**

Physical location where materials are being removed.

- **SOIL DEPOSIT LOCATION:**

Physical location where materials are being deposited.

- **SOIL REMOVAL AND DEPOSIT QUANTITIES:**

Volumetric quantity of materials being relocated.

- **CERTIFICATE OF INSURANCE:**

As per section 22 (1) of the “Soil Removal and Deposit Bylaw No. 1332, 1998”, applicant must provide insurance certificate naming the RMOW as additionally insured in the amount of \$5,000,000.

The policy must state that no expiry, cancellation, or material change shall become effective until after thirty (30) days notice of such cancellation or change shall be given to the RMOW by registered mail.

- **SUPPORTING DOCUMENTS:**

As per section 9 (1) (2) (3) of the “Soil Removal and Deposit Bylaw No. 1332, 1998”, supporting documents may be required if deemed necessary by the Municipal Engineer.

- **APPLICATION FEE:**

Office use only.



PERMIT APPLICATION SOIL REMOVAL AND DEPOSIT

HAVE YOU READ "SOIL REMOVAL AND DEPOSIT BYLAW NO. 1332, 1998"

APPLICANT INFORMATION

Name: _____

Company: _____

Address: _____

Phone: _____

Email: _____

Permit Class CLASS 1 (200 m³ - 25000 m³) CLASS 2 (> 25000 m³)

SOIL REMOVAL LOCATION

SOIL DEPOSIT LOCATION

(Address of Property)

(Address of Property)

(Legal Description of Property)

(Legal Description of Property)

(Registered Owner – If different from applicant)

(Registered Owner – If different from applicant)

SOIL REMOVAL AND DEPOSIT QUANTITIES

Estimated quantity of soil to be relocated: _____ m³

Estimate prepared by:

(Signature and Seal if required)

(Date)

CERTIFICATE OF INSURANCE

As per section 22 (1) of the "Soil Removal and Deposit Bylaw No. 1332, 1998", applicant must provide true copies of insurance certificate and receipt of payment with this application.

Certificate Number: _____



SUPPORTING DOCUMENTS

(If requested by RMOW)

Attached, as part of this application, are the following documents as specified in Section 9. (1)(2)(3) of the Soil Removal and Deposit Bylaw No. 1332, 1998.

TITLE	AUTHOR	DATE

I, the applicant confirm that I have read and understand all sections within bylaw no.1332. In addition, I declare that all information provided in this application is correct to the best of my knowledge.

Signature: _____ Date: _____

APPLICATION FEE

As Per Bylaw 1332, 1998:
(To be filled in by RMOW)

Soil Removal and Deposit Permit No. _____

Application Fee = \$500.00

\$0.50/m³ @ _____ = _____

Total = _____

Municipal Engineering

Date

OFFICE USE ONLY

cashiers stamp

Program: 6222

Account: 3400