



THE CORPORATION OF THE TOWN OF COBOURG

BY-LAW NUMBER 035-2012

A BY-LAW TO CONTROL THE DUMPING OF FILL AND THE REMOVAL OF FILL.

WHEREAS Section 142 of the *Municipal Act, 2001*, S.O. 2001, c. 25, as amended, authorizes a municipality to prohibit or regulate the placing or dumping of fill, and removal of topsoil and to require that a permit be obtained for the placing or dumping of fill or the removal of topsoil and to impose conditions to said permit;

AND WHEREAS Council deems it expedient to establish, approve and implement the provisions of this by-law.

NOW THEREFORE the Council of The Corporation of the Town of Cobourg hereby enacts as follows:

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1. Interpretation

- 1.1 "Applicant" shall mean the Owner of the Lot upon which fill or topsoil is to be placed or removed.
- 1.2 "Conservation Authority" shall mean the Ganaraska Region Conservation Authority.
- 1.3 "Contaminated Fill" shall mean material which contains any solid, liquid, gas, odour, waste product, radioactivity or any combination thereof which is present in a concentration greater than that which naturally occurs in the location of the lot or parcel of land in question.
- 1.4 "Dumping" shall be broadly interpreted for this by-law to include stripping, removing, moving, transporting, importing, exporting or placing of any Fill or Topsoil into, out of or upon lands within any single or adjacent properties within the Municipality.

- 1.5 "Fill" shall mean any type of material deposited or placed on lands and includes soil, stone, concrete, construction materials, asphalt, sod or turf either singly or in combination.
- 1.6 "Inspector" shall mean any of the following staff members of the Municipality: Director of Public Works, and/or designate, and such Municipal By-Law Enforcement officers as may be appointed by the Municipality from time to time.
- 1.7 "Lot" shall mean the total horizontal areas described within the registered deed or other document legally capable of conveying land or shown as a lot or block on a registered plan of subdivision.
- 1.8 "Municipality" shall mean the Corporation of the Town of Cobourg and includes all areas within its geographic limits.
- 1.9 "Normal Agricultural Practice" includes sod-farming, greenhouse operations and nurseries for horticultural products but does not include the sale, exchange or other disposition of Topsoil.
- 1.10 "Owner" shall mean the registered owner of land as shown by a transfer registered in Land Titles Office for Northumberland or shown as owner on the last revised assessment roll for the Municipality.
- 1.11 "Permit" shall mean a permit issued by the Director of Public Works pursuant to the provisions of this By-law.
- 1.12 "Person" includes a natural individual and their heirs, executors, administrators or other legally appointed representatives, a corporation, partnership or other form of business association.
- 1.13 "Place" shall mean the depositing of Fill on lands and "Placing" and "Placed" in relation to Fill have the same meaning.
- 1.14 "Retaining Wall" means a wall designed to contain and support Fill which has a Finished Grade higher than that of adjacent lands.
- 1.15 "Soil" means material commonly known as earth, Topsoil, loam, subsoil, clay, sand or gravel or any combination thereof.
- 1.16 "Swale" means a shallow depression in the ground sloping to a place for disposal for the purpose of providing a method of drainage of surface water.
- 1.17 "Topsoil" means those horizons in a Soil profile, commonly known as the "O" and the "A" horizons, containing organic material and includes deposits of partially decomposed organic matter such as peat.
- 1.18 "Zoning By-law" shall mean a by-law passed by the Municipality pursuant to section 34 of the *Planning Act* and includes the Municipality's Comprehensive Zoning By-law 85-2003, as amended or superseded from time to time which is applicable to any land to which this By-law applies.
- 1.19 "Chief Building Official" shall mean the Chief Building Official as defined by the *Building Code Act, 1992* and appointed by by-law or his or her designate.

1.20 "Director of Public Works" shall mean the Town Engineer or his/her designate.

2. General Prohibitions

2.1 No Person may Place or Dump Fill or Topsoil or cause or permit Fill or Topsoil to be Placed or Dumped in the Municipality except in accordance with this By-law.

2.2 No Person may remove Soil or cause or permit the removal of Soil except in accordance with this By-law.

2.3 Where a Permit has been issued pursuant to this By-law, no Person may, except in accordance with the provisions of that Permit,

(a) Place or Dump Fill or cause or permit Fill to be Placed or Dumped;

(b) remove Soil or cause or permit the removal of Soil; or

3. Exemptions

3.1 The provisions of this By-law do not apply to the extent that the Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land is:

(a) undertaken by the Municipality or a local board of the Municipality;

(b) on residential properties for the purpose of swimming pool installations;

(c) undertaken by transmitter or distributor, as those terms are defined in section 2 of the *Electricity Act, 1998*, for the purpose of constructing and maintaining a transmission system or a distribution system, as those terms are defined in that section;

(d) undertaken on land described in a licence for a pit or quarry or a permit for a wayside pit or wayside quarry issued under the *Aggregate Resources Act*;

(e) undertaken on land in order to lawfully establish and operate or enlarge any pit or quarry on land,

i) that has not been designated under the *Aggregate Resources Act* or a predecessor of that Act, and

ii) on which a pit or quarry is a permitted land use under a by-law passed under section 34 of the *Planning Act*;

(f) undertaken as an incidental part of drain construction under the *Drainage Act* or the *Tile Drainage Act*;

(g) undertaken in accordance with a permit issued by the Municipality's Chief Building Official pursuant to the *Building Code Act, 1992* as amended for the erection or demolition of a building or structure, provided the Chief Building Official is satisfied that the permit application provides sufficient information to determine compliance with the provisions of this By-law;

- (h) undertaken in accordance with an order issued pursuant to the Municipality's Property Standards By-law as amended from time to time; or
- (i) Contractor's Yard which imports, processes, used and/or calls organic or granular material and which complies with the Municipality's Comprehensive Zoning By-law.

3.2 The provisions of this By-law do not apply to the extent that Fill is Placed on lands zoned for residential use within the meaning of the Zoning By-law for the purpose of lawn dressing, landscaping, adding to flower beds or vegetable gardens, provided that:

- (a) the elevation of the land within 0.3 metres of the property line is not changed;
- (b) there is no change in the location, direction or elevation of any natural or artificial watercourse, open channel, Swale or ditch used to drain land;
- (c) the functionality of any drainage infrastructure is not impeded;
- (d) the Dumping or Placing of Fill is on a Lot which has an area of 0.1 hectares or less, provided that the volume of Fill Dumped or Placed does not exceed 200 cubic metres; and
- (e) the Dumping or Placing of Fill on a Lot which is greater than 0.1 hectares in area, provided that the volume of Dumped or Placed Fill does not exceed 200 cubic metres in any consecutive 12 month period.

3.3 The provisions of this By-law do not apply to the extent that Topsoil is removed or placed as an incidental part of a bona fide Normal Agricultural Practice.

3.4 The provisions of this By-law do not apply in an area to the extent of any conflict with a regulation made under section 28 of the *Conservation Authorities Act* respecting the Placing or Dumping of Fill, removal of Topsoil or alteration of the Grade of land in such area.

4. Specific Prohibitions and Regulations

4.1 No Person may Place or Dump Fill or cause or permit Fill to be Placed or Dumped and no Person may remove Topsoil or cause or permit the removal of Topsoil and no Person may alter the Grade of any land or cause or permit the Grade of any land to be altered within the Municipality in any of the following circumstances:

- (a) where the Owner has not consented in writing to the Placing or Dumping of Fill or to the removal of Topsoil or to alteration of the Grade;
- (b) where the Fill is Placed or Dumped or the Grade is altered for storage purposes and such storage is not permitted pursuant to the Zoning By-law;

- (c) where the Placing or Dumping of Fill is in contravention of any Federal, Provincial or Municipal laws, by-laws, notices, regulations, permits or agreements;
- (d) where Municipal pavement, ditches, culverts, sidewalks, facilities or other infrastructure or services are, or may be, in any way be impacted. The Municipality may invoke its right to post a No Heavy Trucks route in the event that a hauler is damaging Municipal infrastructure;
- (e) where the Fill includes material from the demolition of any structure, toxic or hazardous materials, glass, raw sewage, Contaminated Fill, construction refuse or debris; or
- (f) where the Placing or Dumping of Fill or alteration of the Grade is on or with respect to any land zoned within any of the Open Space or Environmental Constraint (or Protection, as the case may be) zones provided in the Zoning By-law, unless approval therefore has been issued by the Conservation Authority with jurisdiction over such land, or a Permit has been issued pursuant to this By-law.

5. Issuance of a Permit

- 5.1 The Director of Public Works may issue a permit where an Applicant has provided all of the documents, information and fees required by Section 5.3 of this By-law.
- 5.2 Applicant for any permit pursuant to this By-law shall be the owner of the lot for which the permit is to be issued or his or her authorized agent in writing.
- 5.3 An Applicant shall submit the following to the Town of Cobourg Engineering Department:
 - (a) a completed application in Schedule A) by the Director of Public Works in accordance with the information required in this By-law. The Director of Public Works at his sole discretion may require proof of liability insurance showing the Municipality as an additional named insured. The proof of insurance must be submitted in a form satisfactory to the Treasurer of the Municipality.
 - (b) the Permit fee prescribed by the Municipality from time to time;
 - (c) when required by the Director of Public Works in order to assess the impact of the Fill or alteration on the environment affected, a Fill-Control Plan, which shall include any or all of the following as shall be specified by the Director of Public Works, and prepared by an Ontario Land Surveyor or Professional Engineer:
 - i) a key map showing the location of each Lot, including the nearest major intersection and north arrow;
 - ii) show buildings, structures, fence etc. Within 50 inches of the lot line;
 - iii) show who executes the application i.e. the owner and/or authorized agent in writing;

- iv) the Lot's boundaries and area (expressed in hectares) of each such lot or parcel of land;
- v) the existing and proposed use of the land and the location and use of the buildings and other structures adjacent to each Lot;
- vi) the location, dimensions and use of any building and other structures existing or proposed to be erected on each Lot;
- vii) the location of lakes, streams, wetlands, channels, ditches, other watercourses and other bodies of water on and within a minimum of 30 metres beyond each Lot's boundaries beyond each Lot's boundaries, or such other distance as specified in writing, by the Director of Public Works;
- viii) the location of all Regulatory Flood Lines and Conservation Authority Fill Regulation lines;
- ix) the location and identification of the predominant existing Soil types on the Lot;
- x) the species, Grade at base and size of all trees greater than 300 millimetres in calliper, all shrubs, trees and hedges within three (3) metre(s) of the property line and driveways on each Lot and all easements and rights-of-way over, under, across or through the Lot;
- xi) the location and dimensions of any existing and proposed storm water drainage systems and natural drainage patterns on and within a minimum of 30 metres beyond each Lot's boundaries, or such other distance as specified in writing, by the Director of Public Works;
- xii) the location and dimensions of utilities, structures, roads, highways and paving located within a minimum of 30 metres beyond each Lot's boundaries beyond each Lot's boundaries, or such other distance as specified in writing, by the Director of Public Works;
- xiii) the existing topography on the Lot and extending a minimum of 30 metres beyond the Lot's boundaries beyond each Lot's boundaries, or such other distance as specified in writing, by the Director of Public Works;
- xiv) the Proposed Grades of each Lot;
- xv) the location and dimensions of all proposed land disturbance activities, including construction of access roads;
- xvi) the location and dimensions of all temporary Soil, dirt or Fill stockpiles;
- xvii) the location, dimensions, design details and design calculations of all construction site erosion control measures that may be necessary to minimize the impact of the proposal;
- xviii) a schedule of the anticipated starting and completion dates of each land disturbance or land development activity;

- xix) provisions for the maintenance of the construction site erosion control and dust control measures during construction and after as required;
 - xx) a plan of proposed Fill Chain of Custody Program including external haul routes and daily schedule for hauling, and a plan showing signage as required by the Director of Public Works
 - xxi) the scale of drawing, ranging from 1:250 to 1:1000 as deemed appropriate (each drawing control plan to be in metres);
 - xxii) an indication on the drawing of directions of overland water flow and overland flow route;
- (d) Final Grading Plan for the placed material, which includes, but is not limited to information describing timing and quantities (volume and depth) of material to be deposited; an indication of the "limit of disturbance" beyond which no filling, grading or excavation is being proposed; drainage details before and after development; mapping of environmental features boundaries and the regulation limit in relation to proposed works; and all materials/structures including quantities needed to be placed to access the fill areas (e.g. road beds etc.) and final conditions of these areas.
- (e) a description of the proposed Fill, including a list of the sources and geotechnical reports as to content and quality, prepared by qualified persons in that regard;
- (f) a certificate of the Owner, Applicant and each qualified person referenced in paragraph (e) certifying that the Fill contains no Contaminated Fill as defined in the *Environmental Protection Act*, R.S.O. 1990, c. E.19 and this bylaw;
- (g) a plan showing the design details to proper scale of any Retaining Wall that may be required and the dimensions of any materials to be used in construction of such Retaining Wall; and
- (h) security in a form and amount to be determined by the Director of Public Works to secure performance of the work for which the Permit is being applied and to address the potential damage to municipal roads and infrastructure.
- 5.4 The Director of Public Works shall have the Authority to designate all truck routes and trucking schedules, including any revisions, in order to minimize impacts to the public and Municipal infrastructure. Public notification and signage may also be required by the Director of Public Works.
- 5.5 Any person Dumping Fill or Topsoil within the municipality shall implement and maintain an approved mud tracking and dust control program. Such program shall be provided in writing to and be approved by the Director of Public Works and shall include the provision of mud mats and dust control measures at both the removal and dumping sites, and the continuous monitoring thereof. Emergency contact names and numbers shall also be provided to the Director of Public Works. Where mud and dust are not controlled to the satisfaction of the Director of Public Works, the Director of Public Works may, without notice, have such mud or dust controlled by

Municipal forces or a third party contractor and such costs, including a 30% management and administration charge, shall be paid by the applicant upon invoicing. Any associated Permit may also be considered revoked, until such invoices are fully paid and any additional letters of credit provided, to the sole discretion of the Director of Public Works.

- 5.5 The Director of Public Works may draw upon the security posted pursuant to paragraph 5.2(h) to recover the costs incurred by the Municipality in performing any required work which the Owner or the Applicant has failed to perform.
- 5.6 The issuance of a Permit does not relieve the Owner or the Applicant from the obligation to secure all other applicable approvals.

6. Permit Requirements

- 6.1 Prior to the issuance of a permit, an agreement to the satisfaction of the Director of Public Works in accordance with Section 42 of the *Planning Act* will be required.
- 6.2 Requirements contained in an agreement may include the Owner or Applicant releasing and indemnifying the Municipality, certifying that the Fill contains no Contaminant Fill as defined in the *Environmental Protection Act*, and this By-law, posting with the Municipality the required security and where, in the opinion of the Director of Public Works, extensive activities are proposed, certification by a geotechnical engineer or other similarly qualified Person, both prior to the issuance of a Permit and upon completion of the work. All such certification shall state that the Owner or Applicant can and has complied with all of the obligations and conditions contained in the applied for and issued Permit.
- 6.3 The Director of Public Works may require a Fill Quality Auditing Program to be prepared and implemented, subject to his approval, and from time to time and at the Applicant's expense, require the testing of any Fill by a qualified person retained by the Municipality. Dumping and/or Fill Removal may be suspended pending test results at the direction of the Director of Public Works.
- 6.4 The Director of Public Works may require the Applicant to install such site remediation measures, including Topsoil, seeding, sodding and installation of berms and landscaping, as are necessary to minimize the visual impact of Fill or Grade alteration proposals and to provide for stabilization of the altered grades.

7. Permit Expiry or Renewal

- 7.1 A Permit shall expire 90 calendar days after the day on which it is issued pursuant to this By-law.
- 7.2 A Permit may be renewed at any time prior to its expiry for up to an additional 90 days by an Applicant making a written application to the Director of Public Works accompanied by a payment of 50% of the original Permit fee, provided that the Permit requirements imposed by this By-law and any agreement made pursuant to paragraphs 6.1 and 6.2 respecting the Permit proposed to be renewed are not amended or changed.

8. Permit Revocation

8.1 It is a condition of each Permit that the Permit may be revoked by the Director of Public Works, subject to consultation with the Chief Administrative Officer, under the following circumstances:

- (a) if it was obtained on mistaken, false or incorrect information;
- (b) if it was issued in error;
- (c) if the Owner or Applicant requests in writing that it be revoked;
- (d) if the terms of an agreement under this By-law have not been complied with; or
- (e) if the applicant or its agent does not comply with the conditions of the permit;
- (f) if an Owner or an Applicant fails to comply with the provisions of this By-law or with an order requiring work to be done to correct any contravention of this By-law.

9. Enforcement

9.1 Inspectors are hereby authorized to carry out inspections in relation to this By-law and are delegated such powers as are within the jurisdiction of the Municipality in order to administer and enforce this By-law including, without limitation, the power to make orders requiring the discontinuance of activities and requiring work to be done to correct contraventions of this By-law.

10. Remedies and Penalties

10.1 Each person who Places or Dumps Fill or who causes or permits Fill to be Placed or Dumped contrary to this By-law or to a Permit shall forthwith remove such Fill and restore the existing Grade of the land.

10.2 Each Person who removes Topsoil contrary to this By-law or to a Permit shall forthwith rehabilitate the land from which the Topsoil was removed including the replacement on the land of Topsoil and the restoration of the Existing Grade of the land.

10.3 Each Person who alters the Grade of land or who causes or permits the alteration of the Grade of land contrary to this By-law or to a Permit shall forthwith restore the land to its original condition including the Existing Grade of the land.

10.4 Where an Owner fails to do any work required in an order issued pursuant to this By-law within the period specified, the Director of Public Works may cause the work to be done at the Owner's expense and, for this purpose, the Director of Public Works, Inspectors and the Municipality's employees and agents may enter on the Owner's land at any reasonable time.

10.5 Any person who contravenes any provision of this by-law is guilty of an offence and upon conviction shall be liable to fines as set out in Section 429 (b) of the Municipal Act, S.O. 2001.

10.6 Should any section, clause, or provision of this By-law be declared by a court of competent jurisdiction to be invalid, the same shall not affect the validity of this By-law as a whole or any part thereof, other than the part so declared to be invalid.

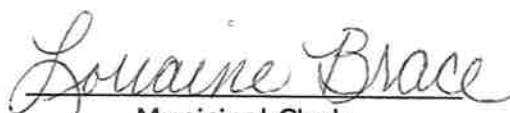
11. General Provisions

11.1 The provisions of this By-law shall apply to all lands and premises within the Municipality.

READ a first, second and third time and finally passed in Open Council
this 30th day of April, 2012.



Mayor



Municipal Clerk

SCHEDULE "A"

**THE CORPORATION OF THE TOWN OF COBOURG
FILL BY-LAW APPLICATION**

For Dumping Fill, Removing Fill or Altering Grades within the Town of Cobourg
under By-Law 035 -2012

- Application cannot be processed until Permit Application Fee is paid
- Application Fees and Permit Fees are non-refundable
- Applications require five (5) business days to review once a complete application has been submitted.
- Applications must be complete with all required documentation

1. APPLICANT (owner of dumping site)

NAME: _____

ADDRESS: _____

PHONE/FAX: _____

2. Removal Site (if not same as Applicant)

OWNER: _____

NAME/PHONE: _____

LOCATION/ADDRESS: _____

Dumping Site (if not same as Applicant)

OWNER: _____

NAME/PHONE: _____

LOCATION/ADDRESS: _____

3. Where Applicant does not own both sites, confirm other affected property Owners have granted you permission to do the work in accordance with this by-law:

Yes / No

4. Purpose of Work:

5. Provide drawing(s), to the satisfaction of the Director of Public Works, which include:
- (a) key map showing location of each site and nearest major intersections;
 - (b) plan showing the property boundaries, area in hectares or acres, abutting properties, nearest roads, an approximate scale and north arrow;
 - (c) use of property and each abutting property;
 - (d) all buildings, structures and other property features including entrances, fences, etc.;
 - (e) location and dimensions of utilities, structures and roads within 30m of each site's boundaries or such other distance as specified in writing by the Director of Public Works;
 - (f) tree details for 300mm circumference and larger (measured 1.5m above ground) and any other significant vegetation;
 - (g) site topography and abutting property topography within 30m or such other distance as specified in writing by the Director of Public Works;
 - (h) streams, wetlands, channels, ditches, swales or other watercourses and ponds on the site and on abutting property within 30m or such other distance as specified in writing by the Director of Public Works;
 - (i) identification of predominant soil type of each site;
 - (j) regulatory Flood Lines and Conservation Authority Fill Regulation lines;
 - (k) details of proposed work including methods of minimizing impact to the lands and abutting lands. Include limits of work areas, internal haul routes, stockpile areas, silt and erosion control measures, and final grades/changes to topography and drainage and method/type of restoration. For clarity, this may require an additional drawing(s);
 - (l) a mud and dust control program for all dump and removal sites, including mud mat details, and proposed external haul routes and daily schedule for hauling;
 - (m) a Fill Control Plan and Final Grading Plan;
 - (n) a cost estimate showing costs to install and maintain sediment and erosion control, seeding or sodding restoration costs, mud and dust control, etc.;
 - (o) a detailed work schedule and proposed completion date;
 - (p) names and contact numbers for contractors and subcontractors;
 - (q) additional documentation when requested by the Director of Public Works, including items such as drainage studies, pre-construction and post-construction surveys, pavement assessment reports and/or photos, additional tests and/or certifications;
 - (r) agreement which is a Schedule to this permit when requested by the Director of Public Works.

6. The Fill meets:

Table 1 Standards _____

Table 2 Standards _____ (include Use Column)

The Application must be accompanied by a soils analysis of the source site and, if Table 2 Standards are being met, of the destination site. The analysis must be prepared by an accredited laboratory and must clearly indicate the standard to which the soil has met.

7. The Fill to be placed/removed is Topsoil? Yes / No

8. Is the work in advance preparation for a development project? Yes / No
(If so, provide additional information)

9. Volume of earth to be moved in cubic metres (m³): _____

10. Proposed Start Date: _____ Completion Date: _____

11. Fees:

Fill Operation:	Application Fee	\$200
	Initial Permit Fee	\$500 (incl. Application Fee) plus \$1.00/m ³ of Fill
Extension of Permit:		up to 50% of initial permit fee

12. Securities:

Siltation control deposit: \$ _____

Road damage deposit: \$ _____

Grading certification deposit: \$ _____

Total security/Letter of Credit: \$ _____

Acknowledgement and Declaration

The Applicant hereby agrees:

1. *That this application and all studies submitted in support of this application may be made available for public review, pursuant to the provisions of the Municipal Freedom of Information and Protection of Privacy Act.*
2. *That personal information on this form will be used to determine compliance with Municipality of Town of Cobourg By-law No. 035 - 2012*
3. *To comply and, where applicable, cause others to comply with the provisions of this permit including all sections of the Municipality's Dumping and Removal of Fill By-law.*
4. *To install and maintain proper sediment and erosion control at all times.*
5. *To obtain all other permits necessary to carry out the work described on this permit.*
6. *That the issuance of a permit by the Director of Public Works shall in no way constitute approval or supervision of the work being undertaken, material being transported or removed/deposited, methods being used or resulting impacts, in whole or in part, nor shall it relieve the Applicant or Owner(s) of obligations to meet all requirements set out in this by-law, and all other laws, regulations, by-laws, agreements, approvals and permits.*
7. *That securities posted to the Municipality shall be maintained in good standing and shall not be cancelled without the written consent of the Director of Public Works, and that the Municipality shall be entitled to draw on any or all of the securities to pay out or recover costs to ensure compliance with all conditions of this Permit, in addition to a 30% administration/management fee and legal costs, where applicable.*
8. *To hereby forever indemnify and save harmless the Municipality, its employees, representatives, agents and contractors, from and against all claims, demands, damages, causes of action, costs, expenses and other liabilities of any nature, excepting those due to gross negligence of the Municipality, which may arise through the issuance of this Permit or the performance of any work pursuant to the permit.*

I, _____, of _____, and

I, _____, of _____,

solemnly declare that all statements contained in this application and supporting documentation are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of The Canada Evidence Act. I also agree to allow the Town of Cobourg, its employees and agents to enter upon the subject lands to assess, inspect, conduct surveys and investigations relating to this permit application. I further declare that I have read and fully understand the provisions contained in the acknowledgement section above and agree to comply with all of them.

Signature
Owner of source site

Date

Signature
Owner of destination site

Date

FOR OFFICE USE ONLY

DATE REVIEWED: _____	Needed	Acceptable	N.A.
TREE PRESERVATION	_____	_____	_____
GRADING PLAN - P.ENG	_____	_____	_____
CERTIFICATION RE:CLEAN FILL - P.ENG	_____	_____	_____
EROSION AND SEDIMENT CONTROL/PLAN - P.ENG	_____	_____	_____
FILL QUALITY AUDIT PROGRAM	_____	_____	_____
MUD/DUST CONTROL PROGRAM	_____	_____	_____
CHAIN OF CUSTODY PROGRAM	_____	_____	_____
HAUL ROUTE/PAVEMENT ASSESSMENT	_____	_____	_____
FINANCIAL SECURITY AMOUNT	_____	_____	_____
APPLICATION FEE AMOUNT/PAID	_____	_____	_____
PERMIT FEE AMOUNT/PAID	_____	_____	_____
SCHEDULES/AGREEMENTS	_____	_____	_____

Permit Approval Date: _____

Permit Expiry Date: _____
(90 days)

Permit Approved by: _____

The Director of Public Works shall determine all supporting documentation required to form part of any Application. Such requirements may include drainage studies, pavement assessment reports, site topography information, silt and erosion control plans and details, cost estimates, schedules, preconstruction and post construction surveys, certifications, photos and/or tests, securities, and any agreement required by the Director of Public Works. The Director of Public Works shall have the sole discretion of determining the acceptability of any of these requirements.

Personal information contained on this form is collected under the authority of Section 142 of the *Municipal Act, 2001* and will be used in the administration and enforcement of the Town of Cobourg's Dumping and Removal of Fill By-Law No. 035-2012.

Questions about the collection of this information may be addressed to the Municipal Clerk, 55 King Street, Cobourg, Ontario K9A 2M2 (905) 372-4301 (ext. 4402).