



By-law Services • Municipality of Brighton • 67 Sharp Road • Brighton, ON, K0K 1H0
 Tel: 613-475-1162 • Fax: 613-475-2599 • Email: AMagee@brighton.ca

For Office Use Only		
Application File No:	Date Application Received:	Received by:
Fee Paid:	Payment Method:	

Applicant (owner of dumping site):	
Address:	
Town/City:	Postal Code:
Telephone:	Email:
Legal Description:	
Tax Roll Number:	
Vacant Land: Yes No	Current Land Use:

Removal Site: <input type="checkbox"/> Check if same as Applicant	
Name:	
Address:	
Town/City:	Postal Code:
Telephone:	Email:
Legal Description:	

Dumping Site: <input type="checkbox"/> Check if same as Applicant	
Name:	
Municipal Address:	
Town/City:	Postal Code:
Telephone:	Email:
Legal Description:	

Agent (if different than the applicant/owner): <input type="checkbox"/> Check if not applicable	
Name:	
Municipal Address:	
Town/City:	Postal Code:
Telephone:	Email:

Hauler / Contractor Information	
Name:	
Address:	
Town/City:	Postal Code:
Telephone:	Email:
Please outline proposed haul route (attach map if necessary):	

Purpose of Application / Fill Quantity		
Proposed Work: (filling, grade alteration, topsoil removal, fill removal, temporary topsoil storage)		
Source of Fill:		
Proposed Dates of Fill Operation (start and end dates must be provided):		
Start Date:	End Date:	
The fill to be placed / removed is Topsoil?	YES	NO
Number of cubic metres of fill required to complete work: <i>(one tandem truck load is equivalent to approximately 10 cubic metres)</i>		
20 – 100 cubic metres in volume (2 – 10 loads)		
100 – 1000 cubic metres in volume (10 – 100 loads)		
More than 1000 cubic metres in volume (greater than 100 loads)		
If greater than 100 loads, please state number of loads required.....		

Provide drawing(s), to the satisfaction of the Municipality, which include:
<ol style="list-style-type: none"> 1. Key map showing location of each site and nearest major intersections. 2. Plan showing the property boundaries, area in hectares or acres, abutting properties, nearest roads, an approximate scale and north arrow. 3. Use of property and each abutting property. 4. All buildings, structures and other property features including entrances, fences, etc. 5. Location and dimensions of utilities, structures and roads within 30 metres of each site's boundaries or such other distance as specified in writing by the Municipality. 6. Tree details for 300 millimetres circumference and larger (measured 1.5 meters above ground) and any other significant vegetation. 7. Site topography and abutting property topography within 30 meters or such other distance as specified in writing by the Municipality; streams, wetlands, channels, ditches, swales or other watercourses and ponds on the site and on abutting property within 30 metres or such other distance as specified in writing by the Municipality. 8. Identification by sampling of predominant soil type of each site. 9. Regulatory Flood Lines and Conservation Authority Fill Regulation lines.

Provide drawing(s), to the satisfaction of the Municipality, which include:

Continued:

10. Details of proposed schedule of 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).
11. 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.
12. A Fill Control Plan and Final Grading Plan.
13. A cost estimate showing costs to install and maintain sediment and erosion control, seeding or sodding restoration costs, mud and dust control, etc.
14. A detailed work schedule and proposed completion date.
15. Names and contact numbers for contractors and subcontractors.
16. Additional documentation when requested by the Municipality, including items such as drainage studies, pre-construction and post- construction surveys, pavement assessment reports and/or photos, additional tests and/or certifications.
17. Agreement which is a Schedule to this permit when requested by the Municipality.

Notice to Applicant (Please read):

1. The contents of this application are subject to the provisions of the Municipality of Brighton Fill By-law.
2. Applications cannot be process until the Permit Application Fee is paid.
3. Applications require five (5) business days to review once a complete application has been submitted.
4. Applications must be complete with all required documentation.
5. Applications for lot grading and filling must be made by the property owner. The application may be signed by a representative for the property owner *providing* an authorization letter is provided at the time of application.
6. Fee is set out in the Municipal General Fees By-law. All fees are non-refundable.
7. Fill permits are valid for the time period indicated up to **90 days** from date of issue. After a fill permit has expired, a new application must be submitted.
8. Fill permits are non-transferable. If the property ownership changes then any issued Fill Permits will be rendered null and void.
9. Any false or misleading statement made on this application will render null and void any permission granted.
10. A security in the form of a certified cheque for an amount to be determined by the Municipality *may* be required.
11. The applicant agrees the municipal Staff or their agents may enter upon the lands to inspect the authorized work and to complete certain works at the applicant's expense, if necessary.

Authorization of Owner for Applicant / Agent to Make the Application	
<p>If the applicant / agent is <u>not</u> the owner of the land that is the subject of this application, the written authorization of the owner that the applicant / agent is authorized to make the application must be included with this form, or the authorization set out below must be completed.</p> <p>If the applicant / agent is <u>not</u> the owner of the land that is the subject of this application, complete the authorization of the owner concerning personal information set out below:</p>	
I / We,	
am the owner of the land that is the subject of this application and I authorize:	
Applicant / Agent (Please Print)	
to make this application on my behalf.	
Owner's Signature (apply Corporate seal if applicable)	X
Date	

Declaration	
<p>I, _____, do solemnly</p> <p>declare that the information provided herein is true and accurate.</p>	
Signature of Owner:	Date:
Signature of Agent:	Date: