

# TOWN OF VIEW ROYAL

## Development Services

45 View Royal Avenue, Victoria, BC V9B 1A6

Tel. (250) 479-6800 Fax: (250) 727-9551

<http://www.viewroyal.ca>

## Soil Deposit / Removal Application

Page 1 of 4

I/We hereby apply for a permit to (check appropriate box):

☐ Deposit Fill

☐ Remove Soil

on/from the following property:

### Description of Property

Civic Address \_\_\_\_\_ PID \_\_\_\_\_

Legal Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Section \_\_\_\_\_ District \_\_\_\_\_ Plan \_\_\_\_\_

Present Use of Property \_\_\_\_\_

Proposed Use of Property \_\_\_\_\_

### Contacts

#### Applicant

Name		Company	
Address		City	
Email		Postal Code	
Phone	Cell	Fax	

#### Owner

*If the applicant is NOT the owner complete "Owner's Authorization Form"*

Name		Company	
Address		City	
Email		Postal Code	
Phone	Cell	Fax	

#### Office Use Only

Date	App/File No.
Received By	Folio No.
Receipt No.	Fees \$

Personal information collected on this form is collected for the purpose of processing this application and for administration and enforcement. The personal information is collected under the authority of the Local Government Act and pursuant to Section 26 of the Freedom of Information and Protection of Privacy Act. The name, phone number and email address identified as the applicant will be displayed on the Town's website and site signage should the public require further information about the application. If you have any questions about this collection, contact the Director of Planning, 45 View Royal Avenue, Victoria, BC, V9B 1A6. Ph. 250-708-2254

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Page 2 of 4

### Authorization of Owner to make an Application (if not applicable leave blank)

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

Site Address: \_\_\_\_\_

I/We \_\_\_\_\_

are the registered owner(s) of \_\_\_\_\_

I/We authorize \_\_\_\_\_  
(please print name(s))

to apply for a Sign Permit Application on my/our behalf.

_____ Name (please print)	_____ Signature of Owner	_____ Date
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_____ Name (please print)	_____ Signature of Owner	_____ Date
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_____ Name (please print)	_____ Signature of Owner	_____ Date
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_____ Name (please print)	_____ Signature of Owner	_____ Date
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### Purpose of Operation (attach separate sheet if necessary)

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## Application Requirements

***A complete soil deposit/removal application contains:***

- ☐ A complete application form
- ☐ Detailed plans and specifications prepared by a qualified person, containing, where applicable, the following information:
  - Existing grades and contours shown in accordance with reasonable engineering standards, with a contour interval of not more than 2 metres;
  - All pertinent topographic features, buildings, structures and tree cover;
  - The proposed slopes which will be maintained upon completion of a fill deposit operation;
  - The methods proposed to control erosion of the banks of deposited fill;
  - The proposed methods of drainage control for the site during and after the operation;
  - The proposed methods of access to the site during the operation;
  - The proposed progressive stages of filling or excavation during the permit period showing contours, grades and slopes on separate plans for each stage, including specific completion dates for each stage;
  - The proposed contour of the land in its final state upon completion of the operation with contours as specified above and showing the methods of access and positive methods of permanent drainage on a separate plan;
  - The proposed location of buffer zones and tree cover as well as the location, grade and width of berms;
  - The proposed landscape plan for the reclamation of the permit area showing all plantings (including ground cover and trees), and the commencement and completion date for each stage of the restoration.
- ☐ Application Fees (*Please contact Development Services to determine the total fees for your application*). The appropriate fees must be submitted at the time of application.

**Important Information**

- ☐ No Soil Deposit/Removal Permit shall be deemed to authorize any of the following:
- Obstructions to drainage facilities or natural water courses with silt, clay, sand, gravel, rubble, debris or any other matter or thing originating from any deposit of fill;
  - An operation by which fill is allowed to encroach upon, or physically damage any property;
  - Alteration or diversion of natural water courses, except as provided for in the *Water Act* of the Province of British Columbia;
  - The size and configuration of a fill deposit to affect adversely the air, light or view of adjoining or adjacent properties, not to alter substantially the appearance or nature of the surrounding area;
  - Fill or any part thereof to be deposited or permitted to remain within 6 metres of any road allowance;
  - Soil to be removed within 6 metres from any road allowable and 3 metres from property boundaries;
  - Fill or part thereof to be deposited or permitted to remain within 15 metres from the natural boundary of a stream;
  - Soil to be removed or permitted to be removed within 15 metres from the natural boundary of a stream;
  - Stockpiles of soil to be maintained so that they adversely affect or damage adjacent properties, landscape screens, buffer zones or fences; or
  - An operation by which soil removed is allowed to undermine or physically damage any property or make impracticable the future subdivision or development of the lands for which the permit has been issued or on neighbouring lands.