



Notes to Applicant:

1. All applicable sections of this form must be completed.
2. Any personal information collected on this form will be managed in accordance with the *Freedom of Information and Protection of Privacy Act*. Please direct enquiries, questions, or concerns regarding the collection, use, disclosure, or safeguarding of personal information associated with this form to:

Manager, Records and Information
 City Clerk's Office
 2nd Floor, City Hall
 6911 No. 3 Road, Richmond, BC V6Y 2C1
 Phone: 604-276-4165

Registered Owner(s): _____	Agent/Operator: _____
Address: _____	Address: _____
Work Phone: _____	Work Phone: _____
Home Phone: _____	Home Phone: _____
Other Phone: _____	Other Phone: _____
Email: _____	Email: _____

Application to **Deposit Soil** or **Other Material**

Application to **Remove Soil**

Address of Subject Property (Property) or Parcel Identifier (PID): _____

Farm Status: Yes No

Size of Property: _____ hectares (Note: 1 hectare = 2.47 acres)

Use of Surrounding Properties:

North: _____ East: _____

South: _____ West: _____

Soil or Other Material to be DEPOSITED:

Type: _____

Description: _____

Volume: _____ m³ Area affected: _____ m²

Proposed Depth of Soil or Other Material to be **DEPOSITED**: _____ metre(s)

Address of Source(s) of Soil and/or Other Material:

Soil to be REMOVED:

Type: _____

Description: _____

Volume: _____ m³ Area affected: _____ m²

Proposed Depth of Soil to be **REMOVED**: _____ metre(s)

Address of Location(s) of Where Soil is to be Removed to:

Proposed Duration of the Project: _____

Purpose of the Project *(include the proposed usage of the land following completion of the project)*:

List all existing uses of the Property and structures associated located on the Property:

Are there any streams, creeks, watercourses, Riparian Management Areas, Environmentally Sensitive Areas, wells, ditches, drains, sewers, septic fields, catch basins, culverts, manholes, right-of-ways, public utilities, etc. on the Property? If so, list the measures proposed to protect them:

Are there any agricultural activities (ie. livestock operations, greenhouses, horticulture activities, etc.) that may be negatively affected by the deposit or removal operations on the Property or adjacent properties? If so, describe them:

Declaration and Undertaking:

Upon approval of this application, I hereby undertake to fulfill the following terms and conditions which shall be deemed to be terms and conditions of the permit, if a permit is issued:

1. To deposit soil or other material or remove soil in such quantities and in such manner as is specified in the permit, and in accordance with the City of Richmond’s *Soil Deposit and Removal Bylaw No. 10200* (“Bylaw 10200”), as amended from time to time;
2. To pay for any damage to persons or property that, in the opinion of the General Manager, Community Safety (the “General Manager”), was caused by the applicant and/or the operator;
3. To restore the land condition to a standard approved by the General Manager or to restore the land to such condition, and at such time and in such manner, as the General Manager may require; and
4. To indemnify and hold harmless the City of Richmond (the “City”), its agents, employees or officers from and against any and all claims, demands, losses, costs, damages, actions, suits, or proceedings whatsoever by whomsoever brought against the City, its agents, employees, or officers by reason of the City granting to the owner named herein to conduct the work in accordance with the permit and plan submitted and as described in this application.

I declare that the information contained in the application is, to the best of my knowledge, true and correct.

Signature of Agent (if applicable)

Date

Signature of Registered Owner

Date

Signature of Registered Owner

Date

Signature of Registered Owner

Date

Submit the following with this application unless otherwise directed by the General Manager:

- | | |
|--|--|
| <input type="checkbox"/> City Application Fee | <input type="checkbox"/> Geotechnical Report (if applicable) |
| <input type="checkbox"/> Agent Authorization Form | <input type="checkbox"/> Topographic Survey (if applicable) |
| <input type="checkbox"/> Certificate of Title or Title Search Print | <input type="checkbox"/> Copy of Submission to the ALC (if applicable) |
| <input type="checkbox"/> Map or sketch of parcel identifying the proposed project area | <input type="checkbox"/> Traffic Management Plan |
| <input type="checkbox"/> Agrologist Report (if applicable) | <input type="checkbox"/> Erosion & Sediment Control Plan (if applicable) |
| <input type="checkbox"/> Drainage/Irrigation Plan (if applicable) | <input type="checkbox"/> Other Documents (if applicable) |

Notes:

1. Approval by Governmental Authorities may be required prior to the issuance of a permit.
2. An application as per Bylaw 10200 requires the approval of the City and the issuance of a permit from the City prior to the deposit of soil or other material or removal of soil.
3. This application form must be read in conjunction with the Bylaw 10200, as amended from time to time. All provisions contained therein shall apply.