

**TOWN OF POUCH COVE**660 Main Road
PO Box 59
Pouch Cove, NL
A0A 3L0(709) 335-2848 (ph)
(709) 335-2840 (fa)
info@pouchcove.ca
www.pouchcove.ca

Site Clearing, Landscaping, Driveways, and Excavation Permit

This permit is required for projects that require use of trucks and heavy equipment.

Applicant Contact Information		
Name:		
Mailing Address:		
Home #:	Cell #:	E-mail:

Property Information	
Property Civic Address:	
Property Owner (If different from applicant):	

Land Use Information – Check all that apply	
Type of Property:	Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Vacant Land <input type="checkbox"/>
Occupancy	Occupied <input type="checkbox"/> Date of Most Recent Status Change: _____ Not Occupied <input type="checkbox"/>
Project Type	Site Clearing <input type="checkbox"/> Landscaping <input type="checkbox"/> Driveway <input type="checkbox"/> Excavation <input type="checkbox"/>
Culvert Required?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Proximity to Water Body	Less than 15m <input type="checkbox"/> More than 15m <input type="checkbox"/>

Description of Project
Estimated Cost of Project:

Description of Equipment Activity
Describe the number of excavators, backhoes, dump trucks, etc. involved in this project along with an estimate of the total hauls of fill to be deposited or removed:

APPLICANT SIGNATURE OF AGREEMENT

I hereby submit this application and confirm that the information supplied is to the best of my knowledge correct. I agree to comply with all municipal regulations, the national building code, and agree to develop in accordance with the plans approved by the municipality, and not to commence development without applicable written approval and permits from the municipality.

Note: when the applicant and the property owner are not the same, the signature of the property owner is required before the application can be accepted for processing.

APPLICANT: _____ DATE: _____

PROPERTY OWNER: _____ DATE: _____

APPLICATION REQUIREMENT CHECKLIST

- Application form Plot Plan with Measurements

FOR OFFICE USE ONLY

DATE ISSUED: _____

PERMIT NUMBER: _____

Site Clearing, Driveways, and Landscaping Permit Standard Conditions:

1. Permit expires six (6) months from date issued.
2. All waste materials must be removed and deposited at an approved landfill site.
3. No more than 33% of a property may be covered with buildings and impermeable surfaces (such buildings, pavement, etc.) without special permission from council.
4. Culverts are required for driveways that cross over ditches in accordance with the Town of Pouch Cove Road Standards Regulations.
Note: If a culvert is required, a culvert deposit must be submitted to the Town.
5. Town services and reinstatement work must be completed in accordance with the Town of Pouch Cove 2019 Road/Cross Cut Policy or future amendment.
Note: If the project involves any cross-cuts or new service connections, the required service fees and deposits must be submitted to the Town.
6. New driveway accesses will require permits from the Department of Transportation and Works for properties along Main Road (south of the Town Hall) or along Pouch Cove Line.
7. If the property has onsite services (well &/or septic), site clearing or landscaping activities shall not be performed that could impact onsite services without approval from Service NL. It is the property owner and/or permit holder's responsibility to ensure that this has been completed.
8. Backfilling and site grading to be completed with suitable material; grading to match existing surrounding grades and providing a suitable ground cover.
9. The property owner and/or permit holder are responsible for ensuring adequate site security to restrict public access during associated activities.
10. The property owner and/or permit holder shall keep the project site in a clean condition and shall remove all rubbish and debris in a timely fashion.
11. The property owner and/or permit holder shall ensure any trucked debris/materials are adequately secured/contained and do not cause a nuisance.
12. Once the work has been completed, an inspection is required to ensure that no damage has been done to the public roadway.
13. Please advise the Town Office once the project has been completed so that we may update our records.
14. Activities shall comply with all other terms contained in the Town of Pouch Cove Development Regulations and the Occupancy and Maintenance Regulations under the Urban and Rural Planning Act.

This permit does not relieve the applicant from obtaining the necessary permits or approvals under any other regulation or statute prior to commencing the development. Failure to comply with any conditions of this permit may result in its revocation and/or a STOP WORK ORDER to ongoing construction activity.

You have the right to appeal this permit or any conditions thereto. The appeal and a fee of \$200 plus HST (\$230.00 total) must be submitted to the Secretary of the Appeal Board at the Department of Municipal Affairs and Environment (4th floor, Confederation Building - West Block, P.O. Box 8700, St. John's, NL A1C 4J6) within 14 days of the day that you receive this order. If the appeal and fee is not submitted within this time limit, your right to appeal is considered to be forfeited.

If you have any questions, comments or concerns, please contact the town office. All fees are based on the current year's tax structure and, should there be a discrepancy, those listed in the tax structure shall govern.