



**REQUEST FORM
AUTHORIZATION CERTIFICATE**
Ground excavation, filling and backfilling work,
removal of vegetation cover and stabilization work on shorelines

PLEASE PRINT IN CAPITAL LETTERS

1. IDENTIFICATION OF THE PROPERTY OWNER/OWNERS

All the owners must sign the request or give a proxy of authorization to the applicant.

Last name	First Name	
Address		Postal Code
Telephone number		
If you have owned the building and/or land for less than six (6) months, please furnish a copy of your notarized deed of sale that has been registered with the Registry office.		
Publication date	Registration number:	

2. APPLICANT

Obtain a proxy if the applicant is not the owner of the building (If same as section 1, please place a check mark in ~~Owner~~)

Last Name	First name	
Address		Postal Code
Telephone number		

3. LOCATION OF THE WORK

Address	
In the case of a vacant lot please complete the section below	
Lot number	Street

4. MAIN PLAN DESIGNER

Last name	First name	
Address		Postal Code
Telephone number		

5. CHARACTERISTICS OF THE WORK SITE

Type of work

No characteristic element of the topography such as hills, valleys, boulders will be able to be modified by a filling or backfilling operation or by any other means unless the owner shows that such modifications are necessary for the management of his land or to the realization of a project of construction authorized by the Municipality.

6. WORK

Cost of the work	
Start date	End date

7. DOCUMENTS REQUIRED PRIOR TO OBTAINING AN AUTHORIZATION CERTIFICATE

The request for filling and backfilling work must be submitted with a plan showing:

- a) the dimensions and the area of the land.
- b) the location of servitudes, street lines, buildings, water courses, lakes, swamps and wooded areas.
- c) the existing topography of the sides or altitude lines.
- d) the proposed levelling in comparison with the street and adjacent lots.
- e) the motives for the foreseen work.
- f) the method of construction, the materials used, the dimension and the location of the work and the proposed usage.
- g) The localisation plan of the work area with the exact distance between the building, the work area and any elements that could affect the understanding of the type of construction, the extent of the construction, etc.

In the case of work in wet zones, all filling, backfilling, soil excavation or the displacement of humus as well as any construction works are prohibited unless the request is accompanied by an environmental impact study prepared by an accredited professional and with an authorization certificate from the minister du Développement durable, de l'Environnement et des Parcs, under the terms of article 22 of the Law on quality of the Environment.

Please complete the request form "WORK IN THE SHORELINE"

8. FEES

The cost of the authorization certificate for a filling and backfilling permit request is \$ 100.00, except the authorisation for a private entrance. These fees must be paid when depositing the request.

9. DELAY

Please foresee a delay of 15 to 45 days for obtaining an authorization certificate.

10. SIGNATURE OF THE OWNER/OWNERS

Signed at	Date
Signature of the owner/owners	

ATTENTION : BY-LAWS ON PERMITS AND CERTIFICATES NO. 195-2012 Article 2.1.8: Modifications of the plans and documents

Any modifications made to the plans and the documents previously approved by the appointed Municipal Officials cancels the permit or the certificate unless these plans, were subject to an approval prior to starting the work in conformity with the Planning-By-Law.

NOTE: The present form aims at accelerating the request of a permit and constitute at no time either a complete request or an authorization to proceed with your project. The designated official working on your request reserves the right to require all the additional documents or information giving them a clear and precise comprehension of your project. The Municipality of the Township of Harrington cannot guarantee that the present form is up to date at all times and does assume any responsibility for differences that may occur between the original text and the electronic text of this form.



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