

**Fees** \$2,000.00 (excavation material to remain on site)  
\$10,000.00 (excavation material to be removed from site)

If planning permission is granted the following fee will apply:

- A fee calculated at the rate of \$0.25 per cubic yard to be excavated or dredged

**Submittal Requirements**

Applications for excavations must be preceded by a meeting with the Aggregate Advisory Committee (AAC). Please contact the Planning Department for further details.

Subsequent to the Aggregate Advisory Committee meeting, applications for Excavations shall include the following documents. Please note: The application may not be accepted if any of the documents below are not included in your submittal package.

- a. A signed Excavation application form & fees (Applications must be completely filled out);
- b. Land Register & Registry Extract Map, both less than 60 days old. These must be separate sheets, not copies onto the plan sheets;
- c. Proof of notifications\*: Includes copies of all notification letters\*\*, Certificate of Postings, LIS Buffer Map & LIS listing of property owners;

\* *Notifications may be received under separate cover, but must be posted no more than 3 days prior to the date of submittal.*

\*\* *Notification letters shall have a specific description of the proposed development (e.g. excavation of 300,000 cubic yards at depth of 12 feet) and include a copy of the site plan.*

- d. Proof of newspaper advertising;
- e. Proof of polling (if excavated material is to be removed from site). See separate information sheet for polling requirements;
- f. Eight (8) site plans folded to 8.5"x11"\*
- g. Eight (8) copies of existing & proposed topography (site levels) & mature vegetation;
- h. Five (5) copies of existing and proposed sections through the site, indicating the excavation depth;
- i. Five (5) copies of an Operations/Closure Plan, detailing:
  - i. Site preparation works, including the end use of any overburden material;
  - ii. Site rehabilitation/restoration plan, including details related to the site grading and landscaping;
  - iii. Identify the type of material used to refill the pit;
  - iv. Lake water quality maintenance;
  - v. Phasing of the excavation; and,
  - vi. Time frame for completing the excavation.

\* The title block (see Sheet Requirements) must be visible. Plan sheets must be drawn to scale (e.g. 1"=40', 1'=1/4").

## Sheet Requirements

All plan sheets shall have the following:

A title block in the lower right corner that includes the following information:

- a. Sheet Name (i.e., Site Plan, Floor Plans);
- b. Block & Parcel;
- c. Applicant Name/Project name;
- d. Agent name & contact information;
- e. Full Name of person who prepared the drawings;
- f. Date of drawing; and,
- g. The number of sheets (Sheet \_\_\_\_ of \_\_\_\_).

## Site Plan Requirements

The site plan shall show at a minimum, the following information.

- a. North Arrow & Scale (e.g., 1"=20', 1"= 1/4");
- b. Parcel boundary with dimensions. The boundary line shall be the most prominent line on the site plan;
- c. The area to be excavated;
- d. Identify the volume of material to be excavated;
- e. Building footprints of any existing structures that will remain;
- f. Existing and proposed site grades;
- g. Existing and proposed easements;
- h. Show the building footprints of any adjacent, existing developments. Label the current use of all adjacent properties;
- i. The full extent of the adjacent road. Dimension the road width and label the street name;
- j. Existing, mature vegetation;
- k. The location where fill will be placed if there will be stock pilings;
- l. The proposed location of any dewatering facility; and,
- m. Show location of any existing water bodies, beach ridges, rock walls or other significant natural features.

## Additional Planning Documents

Planning Department staff may require additional information from the applicant as deemed necessary to conduct a complete review.

## Plan Revisions

Once the plans have been approved by the Central Planning Authority, any subsequent revisions to the plan may require a new application.