



Town of Happy Valley-Goose Bay
 212 Hamilton River Road
 P.O. Box 40 Station B, HV-GB AOP 1E0
 Phone: (709) 896-3321
 muntech@townhvgb.com

EXCAVATION /BACKFILL APPLICATION

Refer to Development Regulation: Section 4.18, 4.8, 4.9 & Appendix 5 Chap7

Revised: November 2023

OFFICE ONLY:

PERMIT #: DIG-

Approved: _____

Date Received: _____

Not Approved: _____

Application Fee: _____

Section 1: Applicant and Property location	
Applicant:	Project Street Address:
Email:	Owner:
Mailing Address:	Phone #(s):
Are there any easements on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	Are there any services on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No
Section 2: Project Information	
Contractor Information:	
Work: Backfilling <input type="checkbox"/> Excavation <input type="checkbox"/> Site Clearing (Grubbing) <input type="checkbox"/> Landscaping <input type="checkbox"/> Driveway <input type="checkbox"/>	
Description of Work:	
Number of Truckloads	Timeline:
Source of Material:	Type of Material
ATTACHMENTS TO APPLICATION REQUIRED:	
<ul style="list-style-type: none"> Grading Plan Legal Land Survey 	
Proximity to Water Body: <input type="checkbox"/> < 15m <input type="checkbox"/> > 15m	Culvert Required: <input type="checkbox"/> Yes <input type="checkbox"/> No
Referrals to other agencies: (If required)	
List of Service NL permits required/received (If required)	
Note: Additional information may be required following review. [Are there any fees for road damage?]	

- Application to be accompanied by a site sketch for all utilities to review (includes easements and right of ways).
- The holder of this Permit in **ONLY** authorized to excavate in the location described.
- Excavation conducted outside the described zone to be terminated until authorization's received from the Town.
- Site Inspection of the location by Town Staff to be arranged during work hours Mon-Fri by calling (709) 896-1470
- Applicant assumes responsibility for all damages, delays or claims incurred

I, _____ of _____ in the Province of Newfoundland & Labrador, do solemnly declare that the plans, specification and statements herein contained in the said application are true and conform to the best of my belief to the requirements of the Regulations of the Town of Happy Valley-Goose Bay with full knowledge of the circumstances connected with same, and that the above Regulations will be complied with in the development whether specified herein or not. , I make this solemn declaration, conscientiously believing it to be true and knowing that is of the force and effect as if made under oath.

Applicant signature: _____ Date: _____

*** See other side for Utility Checks. ***



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UTILITIES CHECK		
UTILITY (All Required)	COMMENTS	SIGNATURE
HYDRO	Ph#: (709) 896-2525	
ALIAN T	Ph#: 1 (844) 224-8344 Press 1 for a locate Or Web: https://www.info-ex.com/en/	
EASTLINK	Email your request including Street Name and Number to eastlink.locates@corp.eastlink.ca (Typical Response time 4-8 hrs)	
TOWN WATER & SEWER DEP'T	Ph#: (709) 896-1470 Water/Sewer lines must be inspected by the town prior to any backfilling	
TOWN HALL	Ph#: (709) 896-3593 (Engineering Technician) Once above utility checks are complete, permit to be registered at the Town Hall	

Dig Permit Conditions:

1. Permit Expires six (6) months from date of issue.
2. All waster Materials Must be removed and deposited at an approved landfill site.
3. All Work involving a Water or Sewer Connection **OR** Building Construction will require a further Permit. *This permit only provides authorization to excavate.* Please see Engineering Technician or the Superintendent of Water & Sewer for more information.
4. All grading plans and site preparation must adhere to the Towns Policy PW044 Stormwater Detention Policy.
5. The Property owner / Permit Holder are responsible for ensuring adequate site security to restrict public access during associated activities.
6. The Property owner / Permit Holder must keep the project site in a clean condition and shall remove all rubbish and debris in a timely fashion.
7. All construction must be completed in accordance with the Towns Noise and Nuisance Regulations. No Person shall operate equipment / machinery between 9:00PM and 8:00AM.