



URBAN PLANNING AND ENVIRONMENT
 MUNICIPALITÉ DE MORIN-HEIGHTS
 567, CHEMIN DU VILLAGE
 MORIN-HEIGHTS (QUÉBEC) J0R 1H0
 PHONE : 450 226-3232, POSTE 115
 EMAIL : service.urbanisme@morinheights.com

APPLICATION FORM FOR AN AUTHORIZATION CERTIFICATE

F-Urb-11

EXCAVATION, CUTTING OR BACKFILL

WORK SITE LOCATION	
Address and/or street name	Lot N°
Current use : <input type="checkbox"/> Residential <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial <input type="checkbox"/> Mixed <input type="checkbox"/> Other : _____	
Waterfront property adjacent to a lake, watercourse or wetland: <input type="checkbox"/> YES <input type="checkbox"/> NO	
APPLICANT'S IDENTIFICATION AND CORRESPONDENCE ADDRESS	
Applicant's first and last name	
Postal address	Postal address
City	
Cell N°	Cell N°
Email	
The applicant is the owner* : <input type="checkbox"/> OUI <input type="checkbox"/> NON *If no: please complete the AUTHORIZATION section on the back.	
DESCRIPTION DES TRAVAUX	
Type of work	<input type="checkbox"/> Excavation <input type="checkbox"/> Backfill <input type="checkbox"/> Leveling
Construction et ouvrage projetés	Reasons for excavation and backfill : _____
Location	<input type="checkbox"/> Front yard <input type="checkbox"/> Back yard <input type="checkbox"/> Side yard
Work details	<input type="checkbox"/> No changes to the site's topography <input type="checkbox"/> Changes to the site's topography
Projected dimensions	Length : _____ Width: _____ Height of backfill: _____ Depth of excavation : _____ <small>* The maximum height and maximum depth are 1 metre</small>
Material	<input type="checkbox"/> Black earth <input type="checkbox"/> Sand <input type="checkbox"/> Rock
Origin of the material	

Additional information to support project understanding:

Work start date (DD/MM/YYYY)	Work end date (DD/MM/YYYY)	Estimated cost
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WORK EXECUTANT

<input type="checkbox"/> Contractor (if checked fill in the section below)	<input type="checkbox"/> Self-Construction
Company name	Company phone N°
Company address	
Company email	RBQ licence N°

REQUIRED DOCUMENTS **The application and all required documents must be submitted as one (1) printed copy to scale and one digital copy (PDF format)**

- A site plan or a copy of the certificate of location** identifying the proposed location of the fill and excavation work in relation to the lot lines, the main building, any existing accessory structures on the property, and the septic system, if applicable;
- A retaining wall plan**, when applicable, prepared, signed, and sealed by an engineer who is a member of the Ordre des ingénieurs du Québec;
- A geotechnical study prepared**, signed, and sealed by an engineer who is a member of the Ordre des ingénieurs du Québec, for a site located within a zone exposed to landslide risks. The study must assess the following elements:
 - The stability of the slope and/or the impact of the proposed intervention on it;
 - The impact of the proposed intervention on the overall stability of the site;
 - Confirmation that the proposed intervention will not act as a triggering factor that could destabilize the site or adjacent properties;
 - Confirmation that the proposed intervention and subsequent use will not worsen conditions by unduly reducing the associated safety factors;
 - Recommendations regarding necessary precautions and, if applicable, required work to maintain site stability.

COST OF AN AUTHORIZATION CERTIFICATE

Excavation, cutting or backfill	No fee
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IMPORTANT

The inspector assigned to the file reserves the right to require any additional documents, estimates, reports, or plans necessary to ensure the compliance of the application.

APPLICANTS SIGNATURE

The undersigned declares that the information provided above is accurate and acknowledges having read the applicable municipal regulations.

The undersigned understands that it is mandatory to obtain a permit or authorization certificate before starting any work or use, and that this form does not, at any time, constitute approval or authorization.

The undersigned certifies that the fill will be free of any contaminants and understands that they will be required to decontaminate the site if the fill is found to be contaminated.

Applicant's signature _____ Date (DD/MM/YYYY) _____

OWNERS AUTHORIZATION

MANDATORY when the applicant is different from the owner or when the owner is a legal entity (e.g., a company).

Owners phone number : _____

I _____, owner, authorize _____ to _____
(Owners name in block letters) (Applicants name in block letters)

Submit and sign on my behalf this application for an authorization certificate for my property located at

(Project address or lot number)

Signed on: _____ Signature : _____
(Date) (Owners signature)