



# Clearing & Grading Permit Application

Permit Number: \_\_\_\_\_

Development Permit Number: \_\_\_\_\_

Application Date (M/D/Y): \_\_\_\_\_

Estimated Completion Date (M/D/Y): \_\_\_\_\_

**NOTE: This permit shall expire and no longer be valid after one year from the date of the decision of the permit**

**Applicant:** \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Alt Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_ Fax: \_\_\_\_\_

**Developer's Engineer:** \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

**Contractor:** \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_  
 Email Address: \_\_\_\_\_ Contractor's Business License: \_\_\_\_\_

**Property Location** Street Address: \_\_\_\_\_ Hamlet: \_\_\_\_\_  
 Unit #: \_\_\_\_\_ Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Plan: \_\_\_\_\_  
 Legal Subdivision: Part of: \_\_\_\_\_ ¼ Sect: \_\_\_\_\_ Twp: \_\_\_\_\_ Rg: \_\_\_\_\_ W of: \_\_\_\_\_ Subdivision: \_\_\_\_\_  
 Directions: \_\_\_\_\_

**Detailed description of work:** \_\_\_\_\_  Clearing  Grading  
 \_\_\_\_\_  Clearing & Grading

**Registered Owner (or agent of owner):**  
 I (print name) \_\_\_\_\_ hereby certify that (please check one)  
 I am the registered owner of the land described above; or  
 I have been designated as the representative or agent of the owner (Written Consent Attached)  
 Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Authority: Land Use Bylaw 99-059, Section 74*

**Planning & Development Officer Contact:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Reviewed By:** \_\_\_\_\_  
 (Engineer/Technician)

**Approved By:** \_\_\_\_\_ **Date Approved:** \_\_\_\_\_  
 (Manager, Development | Engineering)

Comments: \_\_\_\_\_

**Permit Fee:** \$ \_\_\_\_\_ **Land Use Bylaw 99-059, Section 74 (Payment in the amount of \$125 is required)**  
 Payment Method:  Visa  M/C  Debit  Cheque  Cash Authorization / Cheque Number \_\_\_\_\_

Note: The personal information provided on this form is protected by the Freedom of Information or Privacy Act. Please see on the next page conditions required for clearing and grading permit.

**CONDITIONS REQUIRING A CLEARING & GRADING PERMIT (Must meet one of the following requirements):**

- Cut-/Fills greater than 400 cubic meters.
- Slopes greater than 20% on subject property or adjacent properties.
- Sites below 248 meters Geodetic Elevation.
- Sites near water bodies, streams, rivers or wetlands.
- Clearing greater than 1000 square meters.
- Work that will result in publicly owned and operated infrastructure.

**REQUIRED REPORTS:**

- Biophysical Report
- Geotechnical Report
- Environmental Site Assessment
  - Department of Fisheries and Oceans Canada
  - Alberta Environment
- Deep Fill Report (if cut/fill is more than 2.0 m)
- Erosion and Sedimentation Control (ESC). Refer to ESS 6.25

**PLAN REQUIREMENTS:**

- Site Plan
- Grading Plan (existing and proposed)
- Traffic Accommodation Plan
- Abandoned Well Map (if required)

**OTHER**

**REQUIREMENTS:**

- Truck Haul Permit
- Construction Schedule
- Development Permit

**GLOSSARY:**

**Clearing and Grading Permit:** A Permit issued by the and required by a Developer for site work involving any of the following activities: tree clearing, grubbing, topsoil stripping and stockpiling, excavation and fill.

**Engineering Servicing Standards (ESS):** This document provides developers with engineering information and defines the minimum acceptable design standards for Public Infrastructure. ESS Document is available on-line:

<https://www.rmwb.ca/en/permits-and-development/engineering-servicing-standards.aspx>

**Site Plan:** A scaled plan showing the work site and its relation to surrounding area.

**Grading Plan:** A scaled site plan showing existing vegetation, proposed clearing limits, contours of existing land and proposed grades, location and depth of cut and fill area, engineered fill criteria, existing and proposed surface drainage, erosion and sedimentation control.

**Geotechnical Report:** A report, prepared by a Geotechnical Engineer, providing a description of surface and subsurface soil conditions, and providing recommendations for site work, construction methodology and foundation design.

**Environmental Impact Assessment:** A report, prepared by an Environmental Engineer, providing an assessment of the possible positive or negative impacts that a proposed project may have on the environment.

**CONTACT INFORMATION:**

**RMWB Development Engineering**

9909 Franklin Ave  
Fort McMurray, AB T9H 2K4  
Phone: 780-743-7000  
Email: [current.planning@rmwb.ca](mailto:current.planning@rmwb.ca)

**RMWB Planning & Development**

9909 Franklin Ave  
Fort McMurray, AB T9H 2K4  
Phone: 780-743-7000  
Email: [current.planning@rmwb.ca](mailto:current.planning@rmwb.ca)

**Alberta Environment & Parks**

Main Floor, Great West Life Building  
9920 108 Street  
Edmonton, AB T5K 2M4  
Phone: 310-3773  
Email: [esrd.info-center@gov.ab.ca](mailto:esrd.info-center@gov.ab.ca)

**Department of Fisheries and Oceans Canada**

200 Kent Street  
13<sup>th</sup> Floor, Station 13E228  
Ottawa, ON K1A 0E6  
Phone: 613-993-0999  
Email: [info@dfo-mpo.gc.ca](mailto:info@dfo-mpo.gc.ca)

**Alberta Energy Regulator (AER) Customer Contact Center**

Suite 1000, 250-5 Street SW  
Calgary, AB T2P 0R4  
Phone: 1-855-297-8311  
Email: [inquiries@aer.ca](mailto:inquiries@aer.ca)  
Website: [www.aer.ca](http://www.aer.ca)

**ABANDONED WELL SITE INFORMATION: (If the new structure is larger than 47 square meters (505.94 square feet):**

Provide a map from AER's Abandoned Well Viewer to confirm:

1. The location of abandoned wells on the land (or)
2. Confirm that the land is not affected by abandoned wells, please contact AER (contact information above)

Any new structures shall be setback a minimum of 5 meters from all abandoned well sites.