

Section 4

Be Safe – Local By Laws and Utilities locates

The following information has been prepared to help ensure that all projects conform with the property standards by-law of the Town of Richmond Hill by-laws, and that all projects are constructed in safe locations, away from utilities and other services.

Town of Richmond Hill By-Law Requirements

In order to maintain safe and beautiful neighbourhoods in Richmond Hill several by-laws have been created, some of which apply when completing a residential eco-landscaping retrofit.

Depending on the extent of changes to the ground surface in your yard and the impact on surface drainage, you may need to apply for a Site Alteration Permit (fee may apply). At the discretion of Town staff, a permit is not typically required for minor landscaping 0.6 m from any property line and for the cultivation or tilling of garden beds which does not impact drainage.

If you are planning to landscape within the Town boulevard please review the Town's boulevard encroachment policy to determine whether the type of landscaping is permitted or if an Encroachment Permit may be required. For example, soft landscaping including non-invasive herbaceous plants at a height 0.15 m or less, located 1.5 m from the curb or any other type of infrastructure will not require a permit as long as drainage is not affected.

Before changing the grading on your property or installing lot drainage features such as permeable pavement, soak aways or rain gardens, it is best to contact the Town to discuss your proposed project at 905-771-8800 or visit www.richmondhill.ca. Town staff can guide you on what site alteration and landscaping is allowed on private property, in the boulevard and on easements.

Service Locates

Homeowners as the individual undertaking the actual landscape excavations are **solely responsible** for undertaking the Utilities locate.

The Process is SIMPLE and FREE

Online at: www.on1call.com/

or Call: 1-800-400-2255

Before you dig, think about what services might be buried in the ground. What you can't see can hurt you!

There could be gas pipelines, electrical services, telephone and cable TV as well as water and sewer connections. In addition to these types of buried services to your home, there could be distribution networks for utilities that serve your neighbourhood and community.

Damaging underground services can have serious consequences:

- Personal injury
- Loss of essential services
- Creating a safety risk for others.
- Expensive restoration costs and
- Potential legal actions.

The Centre is open 24 hours a day to receive your requests. Requests can be submitted online form or by phone.

- Locate Request for Homeowners are **FREE**
- Time Required to complete a Locate Request: **5 days**
- The proposed **work area should be marked** on the ground
- Locates are **valid for 30 Days**
- Private installations of power and irrigation systems are **NOT covered**.
- You should receive a confirmation email or call for your request... **Follow up!**