

## Discharge Approval Submission Checklist

Development Engineering, City of Vaughan

*(Must be filled, signed and submitted with the application)*

Item #	Description	✓
1.	Cover Letter	
2.	Letter of Authorization	
3.	Standard Certificate of Insurance	
4.	EASR/PTTW – Environmental Activity and Sector Registry /Permit to Take Water	
5.	TRCA Confirmation	
6.	Dewatering Plans/Markup of Engineered Drawings	
7.	Memorandum on Capacity Assessment <sup>1</sup>	
8.	Hydrogeological Report	
9.	Equipment Specifications	
10.	Emergency Contacts	
11.	Flow Meter Calibration Certificate	
12.	Certificate of Conformance <sup>2</sup>	
13.	Memorandum Summarizing Storm Design <sup>2</sup>	
14.	Groundwater Quality and Quantity Management Program <sup>2</sup>	

<sup>1</sup> – Document required for temporary applications only.

<sup>2</sup> – Documents required for permanent applications only.

For further information regarding dewatering discharge approvals or required documentation, please visit our webpage at [Dewatering Discharge Approvals](#).

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Signature & Date

**Notes:**

1. Applications are submitted online through the City of Vaughan's Citizen Portal a minimum of eight weeks prior to planned discharge.
2. The requirements of this application package (and subsequent permits) are not intended to capture all conditions to meet the performance requirements set out in the associated development approvals, City by-laws, provincial and/or federal legislation. The City is relying on the professional expertise of the applicant's professional geoscientist or engineer to ensure that the discharge complies with the requirements of the permit and/or other permits issued by regulating bodies.