



PERMIT APPLICATION CHECKLIST

Bridge Construction

A complete Environmental Permit application will include:

- ➤ Completed Permit Application Form (4 copies)
- Tax Registration Number (TRN) (for company or individual making application)
- **Company Documents** (Articles of Incorporation and names of Directors & Company Secretary)
- > Copy of ID for person making the application (Driver's Licence, National ID or Passport)
- ➤ Location Map (Google Image with coordinates and landmarks where possible) (4 copies)
- > Application Fee of \$50,000.00
- **Project Brief** detailing the following (*4 copies*)
 - Project overview including bridge details such as; type of bridge (superstructure, substructure, etc), span of bridge (width/height), use of bridge whether vehicular or pedestrian or otherwise, accompanying utilities attached to bridge if any, the capacity/load rating of the bridge, the abutment protection if any and the channel protection if any
 - Details of material(s) specifications such as; strength, life span, material properties etc.
 - Brief bridge design calculations
 - Details of geotechnical information for location of bridge
 - Description of the existing location/environment, including the lay of the land, details of any features, pictures of the onsite conditions, structures or facilities present,
 - Details of any proposed vegetation clearance including area of impact
 - Detailed methodology for undertaking all works associated with the bridge construction including pre-construction, construction and post construction activities
 - Detailed description of all equipment and technology to be used in the operation
 - An assessment of the potential impacts and proposed mitigation measures, with special emphasis on fugitive dust and noise pollution, traffic impact if any, social impact
 - Proposed timeline and project schedule for the implementation of the various aspects of the project
- ➤ Plans/Drawings (must be drawn to scale) (4 copies)
 - Detailed Site Layout Plan (including setbacks and dimensions)
 - Detailed Survey Plans (including GPS coordinates of proposed bridge location, contours, spot heights, relevant chainage markers, longitudinal profile etc)
 - Detailed Architectural Plans (including all plans, elevations and relevant sections, demolition plan if any)
 - Detailed Structural Plans (including all plans and elevations and relevant sections)





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Informative - Engineering drawings must be certified by a locally registered professional engineer, and subdivision plans by a Commissioned Land Surveyor.

Proof of Ownership

- Copy of title(s) or,
- A probated will or,
- Lease agreement along with a copy of the title and a consent letter

Informative

- If the applicant is not the owner, a letter of authorization from the title holder(s) witnessed by a Justice of the Peace, giving the applicant permission to use the land for the proposed activity, must be submitted along with a copy of the title and a copy of an ID for both parties
- If the registered title is held jointly, all parties must be reflected as applicants **or** there should be a letter or authorization from the other title holder(s) giving the applicant permission to use the land for the proposed activity. The letter or authorization must be witnessed by a Justice of the Peace and be presented along with a copy of an ID for all parties
- Anyone applying for a Permit and Licence on behalf of someone else, must submit a letter authorizing them to apply for the Permit/Licence. The letter must also state the extent of their authority in relation to the application and in whose name the Permit/Licence should be issued. The letter must be signed by all the relevant parties who they represent, witnessed by a Justice of the Peace, and presented along with a copy of the Identification for all parties e.g. current Driver's Licence, National ID or Passport.
- Information presented in the Project Brief must correspond to the information presented in the supporting plans/ drawings.

Please be advised that the Permit **MUST** be collected within **THREE** (3) **MONTHS** of the date of the approval by the Authority. Failure to do so will result in the approval being withdrawn and reapplication for the Environmental Permit being required.