



250 Thorold Road West, 3rd Floor, Welland, Ontario L3C 3W2
Telephone 905.788.3135 | Facsimile 905.788.1121 | www.npca.ca

Revised July, 2007
APPLICATION FOR DEVELOPMENT, INTERFERENCE
WITH WETLANDS, AND ALTERATIONS TO
SHORELINES AND WATERCOURSES
(Ontario Regulation 155/06)

OFFICE USE ONLY

Date Received: _____

File No.: _____

NOTE: PLEASE READ "INFORMATION SHEET" AND FEE SCHEDULE BEFORE COMPLETING THIS APPLICATION FORM. THIS APPLICATION IS NOT COMPLETE UNTIL ALL REQUIRED DETAILS AND FEES ARE SUBMITTED.

LANDOWNER'S NAME _____

Address _____ Postal Code _____

Telephone No. (Business) _____ (Residence) _____ (Fax) _____

Email _____

NOTE: If applicant is not the Owner of the subject property, then a copy of an Offer to Purchase, or a written statement of intent to purchase (verified by the Owner), must be submitted with this application.

AGENT'S NAME _____

Address _____ Postal Code _____

Telephone No.: (Business) _____ (Residence) _____ (Fax) _____

Email _____

LOCATION OF WORK: Lot(s) _____ Block(s) _____ Concession(s) _____ Reg. Plan _____

Municipality _____ Former Township _____

Municipal Street Address _____

APPLICATION IS HEREBY MADE TO CARRY OUT ONE OR MORE OF THE FOLLOWING WORKS:

- | | |
|---|---|
| <input type="checkbox"/> Fill (including cut and fill proposals) | <input type="checkbox"/> Buildings, Additions or Reconstructions |
| <input type="checkbox"/> New or Replacement Watercourse Crossings on Public Roads (e.g. bridges, culverts, low flow crossings, utility crossings) | <input type="checkbox"/> Accessory Structures (inground pools, decks and docks) |
| <input type="checkbox"/> New or Replacement Dams (Where Permitted) | <input type="checkbox"/> Erosion Protection Works (including bio-engineering), Channelizations & Dredging Works |
| <input type="checkbox"/> Private Watercourse Crossings for Primary Access (e.g. driveway, footbridge, golf cart crossing) | <input type="checkbox"/> Diversion of Water (Where Permitted) |
| <input type="checkbox"/> Shoreline Protection Works | <input type="checkbox"/> Selective Pond, Watercourse & Shoreline Works (e.g. woody debris removal) |
| <input type="checkbox"/> Secondary Crossings (farm crossing) | <input type="checkbox"/> New Pond Construction (connected to a watercourse) |
| <input type="checkbox"/> Stormwater Outfall | |

Purpose of Proposed Works: _____

PROPOSED COMMENCEMENT DATE OF WORK _____

PROPOSED COMPLETION DATE OF WORK _____

I understand that the information contained in this application form is accurate to the best of my knowledge and that staff of the Niagara Peninsula Conservation Authority will undertake a detailed inspection of the subject property as part of the application review process.

Signature of Landowner

Signature of Applicant or Agent (if different from Owner)

Print Name

Print Name

DATED AT _____ THIS _____ DAY OF _____, 20 _____.

INFORMATION SHEET

To complete the Application for Development, Interference with Wetlands,
and Alterations to Shorelines and Watercourses
(Ont. Reg.155/06)

This page should be read in full prior to completing the Permit Application. All information must be provided as outlined on the Application Form and the required details of the proposed works must be submitted with the Application before the Form is considered complete.

The Agent's Name should be identified on the application form where applicable. The Agent could be the applicant's solicitor, builder or engineer for the proposed works.

DETAILS REQUIRED FOR EVALUATION OF PROPOSED WORKS

This application must be accompanied by a location map, a detailed site plan, and other related design drawings (cross-sections/survey plans/topographic information) as required by the Conservation Authority. The detailed site plan must include the following information.

1. Area and lot line dimensions of subject property
2. Location of subject property in relation to surrounding streets, buildings, etc.
3. Location, area, dimensions and grades of all existing structures and notable features on the subject property
4. Proposed location, area, dimensions and grades of all new structures and proposed site alterations
5. Location of any waterways, ponds, wetlands, valleylands, and Great Lakes shorelines either on or near the property
6. Location of all regulatory flood lines (as applicable)
7. Existing and proposed metric geodetic elevations
8. Erosion protection measures and restoration plan
9. Construction techniques and access
10. Proposed use of each floor, including basement, in any new buildings, or additions to buildings (as applicable)
11. Geodetic elevation(s) of the lowest opening(s) in any new building, or additions to buildings (as applicable)

A qualified Ontario Land Surveyor may be required to provide the geodetic elevations. A qualified engineer, may be required to design the proposed work. Authority staff should be contacted to provide applicant with exact requirements for subject proposal.

GENERAL INFORMATION FOR APPLICANTS

Maps that illustrate the extent of the lands under the jurisdiction of the Niagara Peninsula Conservation Authority are available at our Administration Office in Welland, as well as the local Municipal Offices.

Applications for permits under the regulation are considered by the Conservation Authority. Applicants are welcome to attend an Authority meeting, and may make a presentation, if so desired.

The Conservation Authorities Act has a provision for an appeal directly to the Ministry of Natural Resources if the Conservation Authority refuses to grant the issuance of a permit. An applicant may, within 30 days of the date of receipt of a notice of decision, submit a written appeal to the Minister.

The Ministry of Natural Resources
Whitney Block, 99 Wellesley Street West
Toronto ON M7A 1W3

Any questions or comments regarding permit application should be directed to the Welland Administration Office at (905) 788-3135

"The Niagara Peninsula Conservation Authority collects and uses your personal information pursuant to Section 29(2) of the Municipal Freedom of Information Act 1991, and under the legal authority of the Conservation Authorities Act R.S.O. 1990 as amended." Questions regarding the policy or its administration should be directed to: Niagara Peninsula Conservation Authority; 250 Thorold Road West, 3rd Floor, Welland ON L3C 3W2, Attn. Privacy Officer.

Category		Sub Category	Activity	Fee
FILL	1.	Grading/Cut & Fill:	Placement or removal of fill in excess of 25 cubic metres	\$1,335
CONSTRUCTION WORKS	2.	Public Roads:	New/Replacement Bridge or Culvert Crossings – span > 3 m	\$2,720
			New/Replacement Bridge or Culvert Crossings – span < 3 m	\$1,640
			Bridge/Culvert Maintenance (includes repairs to soffit, wing walls and other superstructure, repair of inlet/outlet erosion)	\$ 515
	3.	Access Crossings:	New/Replacement Primary Access (e.g. main driveway entrance)	\$1,640
			New/Replacement Secondary Crossings (e.g. low flow, footbridge, golf cart crossing)	\$ 565
			Maintenance to deck, wing walls or other superstructure	\$ 310
	4.	Dams:	New/Replacement and Major Maintenance Dams	\$2,720
			Maintenance	\$1,025
	5.	Shoreline:	New/Replacement Shoreline Protection Works (e.g. walls, stone barriers)	\$1,640
			Maintenance of wall or barrier	\$ 520
	6.	Ponds:	New Pond with diversion structure/channel connection (includes Stormwater Management Facility in a regulated area)	\$1,385
			New Pond Construction without channel connection	\$ 565
			Pond Maintenance	\$ 260
	7.	Utilities:	Utility Watercourse Crossings (open cut)	\$ 2,720
			Utility in Floodplain	\$ 1,335
			Storm Drainage Outfall Construction	\$ 670
			Outfall Maintenance	\$ 260
	8.	Buildings:	New/ Reconstructions or Additions	\$1,640
			Accessory Structures (e.g. in ground pools, decks, docks)	\$ 260

Category		Sub Category	Activity	Fee
WATERCOURSE ALTERATIONS	9.	Channels:	Channel Works > 500 m (includes realignment, invert cleanout, erosion protection, bio stabilization, etc.)	\$2,720
			Channel Works < 500 m	\$1,640
			Repair of localized erosion failure < 25 sq. m.	\$ 260
			Cleanout of minor intermittent drainage courses where no fishery or ecological restrictions are present	\$ 260
OTHER	10.	Great Lake Dredging:		\$ 1,640
	11.	Miscellaneous:	Small watercourse, valleyland and shoreline works not defined above.	\$ 260
	12	On Site Technical Advice/Inspection Fee	Refundable if permit application is subsequently made with 12 months from inspection.	\$ 55
	13	Fisheries Review Fee Surcharge	Will be charged for areas where Fish Habitat concerns/restrictions are present	\$ 110

Definition of Terms

"New "	is defined as any work/structure which is not presently existing, including additions, extensions and replacements.
"Maintenance"	is defined as work required to enable an existing work/structure to function as initially intended, and has the potential for negative environmental impact.
"Minor"	is defined as having a drainage area of less than 125 ha.

Notes

1.	Fees are non-refundable, except where review indicates that no permit is necessary.
2.	Permits are issued for a period of one year.
3.	A renewal fee of \$200.00 will be charged for renewals within one year of the expiry date.
4.	Changes to an expired permit, or lapse of more than one year will require full payment in accordance with the Fee Schedule in effect at the time.
5.	A 50% violation surcharge will be applied to the fee schedule where activities, which require a permit under Ontario Regulation 155/06, are undertaken without a permit.

Approved January 20, 2010

Fee Enclosed _____

(make cheque payable to Niagara Peninsula Conservation Authority)

Signature of Applicant

Date

FOR OFFICE USE ONLY

DATE RECEIVED: _____

FILE NO: _____

**PERMIT APPLICATION
CHECKLIST OF REQUIREMENTS**

DEPENDING ON THE COMPLEXITY OF THE PROJECT, THE APPROVAL TIME MAY VARY. PLEASE ALLOW SUFFICIENT TIME FOR THE APPROVAL PROCESS.

THE FOLLOWING INFORMATION MUST ACCOMPANY THE APPLICATION:

- A) COMPLETED APPLICATION FORM
- B) ADMINISTRATIVE FEE (REFER TO FEE SCHEDULE)
- C) APPLICATION MUST BE SIGNED BY LANDOWNER OR IT MAY BE COMPLETED AND SIGNED BY A CONTRACTOR, PROVIDED THE OWNER ADVISES THE NPCA IN WRITING THAT THE CONTRACTOR IS ACTING AS AN AGENT ON HIS/HER BEHALF
- D) COPY OF PROPERTY DEED AND SURVEY PLAN (IF AVAILABLE).
- E) A DETAILED SITE PLAN FOR THE PROPOSED PROJECT WITH SPECIFICATIONS CLEARLY OUTLINING DISTANCES AND DIMENSIONS WHERE THE PROPOSED WORK IS TO TAKE PLACE, INCLUDING THE FOLLOWING INFORMATION:
 1. A LOCATION MAP INDICATING LOT, CONCESSION, GEOGRAPHIC TOWNSHIP AND FORMER TOWNSHIP, STREET NAME AND NUMBER, INSTRUCTIONS ON HOW TO GET TO THE SITE, AND ACCESS ROUTE(S) (REFER TO SAMPLE LOCATION PLAN EXAMPLE)
 2. LOCATION OF SUBJECT PROPERTY IN RELATION TO SURROUNDING STREETS, BUILDINGS, ETC.
 3. LOCATION, AREA AND DIMENSIONS OF OTHER STRUCTURES ON THE SUBJECT PROPERTY
 4. PROPOSED LOCATION, AREA AND DIMENSIONS OF ALL NEW STRUCTURES
 5. LOCATION OF SUBJECT PROPERTY RELATIVE TO ANY WATERWAYS, PONDS OR DRAINAGE ROUTES (SPRING FLOODING) EITHER ON OR NEAR THE PROPERTY
 6. HIGH WATER MARK LEVEL (IF KNOWN)

IN ADDITION, THE FOLLOWING INFORMATION MAY BE REQUIRED FOR SPECIFIC WORK PROPOSALS.

1. LOCATION, TYPE, AMOUNT AND SOURCE OF FILL MATERIAL
2. EXISTING AND PROPOSED GEODETIC ELEVATIONS, DIFFERENCES BETWEEN EXISTING AND PROPOSED FINAL GRADES AND/OR ELEVATION(S) OF THE LOWEST OPENING(S) ON EXISTING AND ON PROPOSED ADDITION
3. EROSION PROTECTION MEASURES AND RESTORATION PLAN
4. CONSTRUCTION TECHNIQUES
5. CROSS-SECTIONAL PLAN OF EXISTING AND PROPOSED CHANNEL/POND
6. MITIGATIVE MEASURES THAT WILL BE EMPLOYED TO CONTROL SEDIMENT AND SILT FROM LEAVING THE SITE AND ENTERING OR RE-ENTERING THE WATER MUST BE INCLUDED WITH THE APPLICATION AND SHOULD BE INDICATED ON THE DESIGN PLAN

PLEASE NOTE THAT THESE ARE GENERAL REQUIREMENTS. ADDITIONAL DETAILED INFORMATION MAY BE REQUIRED ON A SITE SPECIFIC BASIS ONCE YOUR APPLICATION HAS BEEN RECEIVED AND REVIEWED. INCOMPLETE PERMIT APPLICATION SUBMISSIONS WILL NOT BE REVIEWED.

IF YOU REQUIRE ADDITIONAL INFORMATION OR HAVE FURTHER QUESTIONS, PLEASE CONTACT:

THE NIAGARA PENINSULA CONSERVATION AUTHORITY
250 Thorold Road West, 3rd Floor
Welland ON L3C 3W2

(905) 788-3135