

<b>FILE REFERENCE:</b>	
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**PERMIT APPLICATION**

**Application for Prohibited Activities, Exemptions and Permits**  
*Conservation Authorities Act- Ontario Regulation 41/24, as amended.*

**Contact Information**

**Landowner**

Name(s):		Phone no.:	
Mailing Address:		Municipality:	
Postal Code:		Email:	

**Agent/Contractor (if applicable)**

Business/Agent Name:		Phone no.:	
Mailing Address:		Municipality:	
Postal Code:		Email:	

**Project Details**

**Location of Proposed Work**     Same as Landowner address

Address(s):			
Geog. Township:		Lot No.:	
Municipality:		Concession/Plan No.:	

General Project Description:

Name of Watercourse/Drain (if applicable):

Dates of Commencement and Completion of Project:

Other approvals required for this project:     Building Permit     ZBA     Severance     OPA  
 Minor Variance     Other (please specify)

**All applications must be accompanied by (1) DIGITAL detailed site plan according to the SCRCA STANDARD SITE PLAN REQUIREMENTS included in this package.**

**NOTICE OF COLLECTION**

The information on this form is being collected for the purpose of administering a regulation made pursuant to Section 28, *Conservation Authorities Act*, R.S.O. 1990, Chapter 27. This application and supporting documents and any other documentation received relating to this application may be released, in whole or in part, to other persons in accordance with the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990c. M56, as amended.

**TERMS AND CONDITIONS**

- I declare that I am the landowner of the subject property or have the signing authority for the corporation or numbered company;
- I declare the information in this application to be true;
- I agree to allow authorized representatives of the St. Clair Region Conservation Authority to enter onto the property to review this application and follow up when completed;
- I recognize and accept that the information in this application is a public record and some or all of it may be released;
- I understand that the payment of the fee does not guarantee permission from the St. Clair Region Conservation Authority;
- I understand that I am responsible for obtaining any other municipal, agency or government approvals as may be required; and
- I understand that the submission of this form does not constitute a complete application.

I authorize (*Print Name of Agent*) \_\_\_\_\_ to submit the enclosed application to the St. Clair Region Conservation Authority, and to appear on my/our behalf at any hearing(s) of the application and to provide any information or material required by the board relevant to the application for purposes of obtaining a permit for Prohibited Activities, Exemptions and Permits in accordance with the requirements of Ontario Regulation 41/24.

Print Landowner Name

Signature

Date

**For Office Use Only**

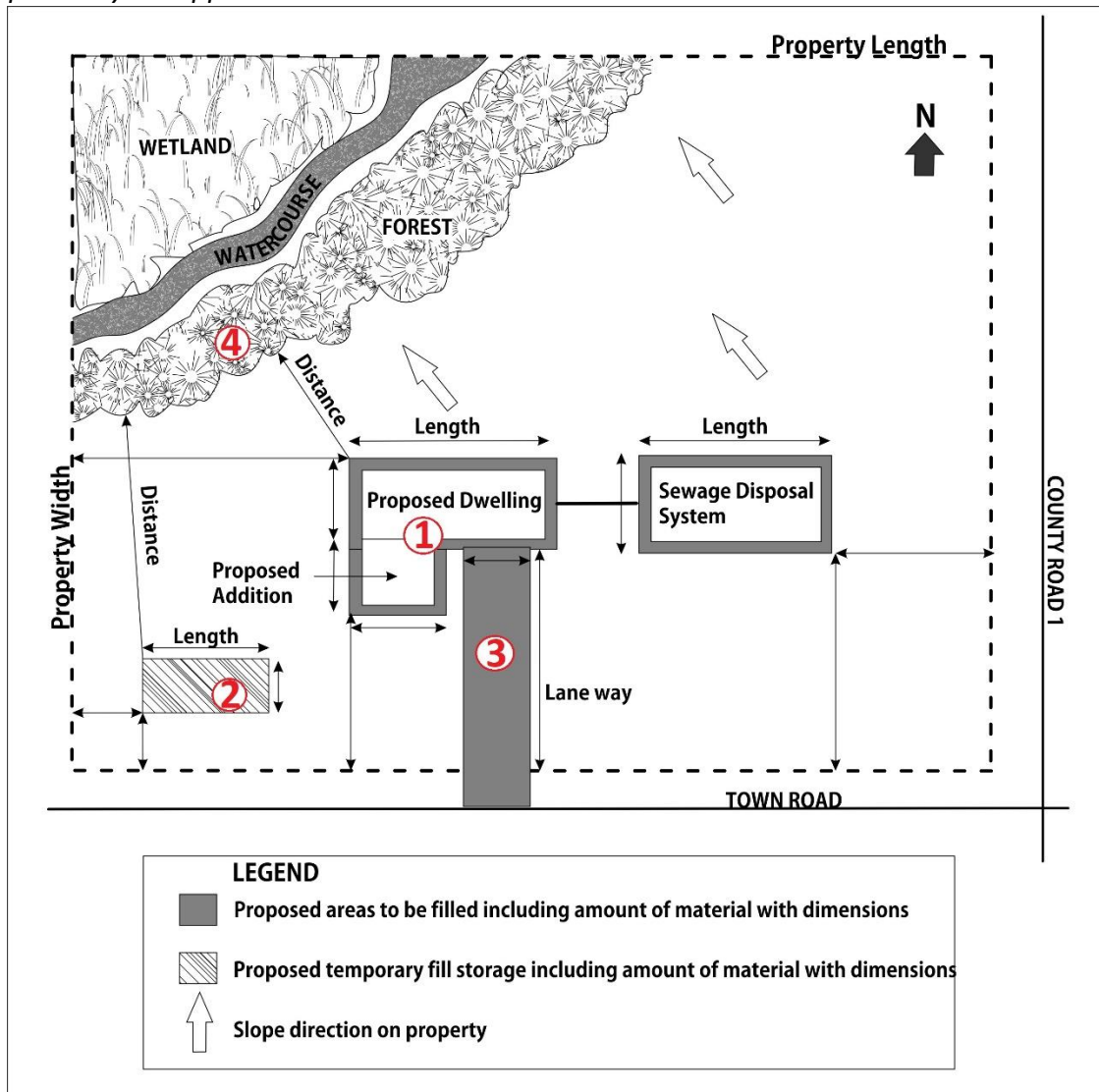
Date Application Received:		Fee Received & Method:		Received By:	
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## SCRCA STANDARD SITE PLAN REQUIREMENTS EXAMPLE

Applications made under O.R. 41/24: Prohibited Activities, Exemptions and Permits should be accompanied by **1 DIGITAL** site plan including as much detail as applicable, as noted below.

**Please note that a copy of the legal survey may be required to process a permit application.**

*The following illustration is an example of a proposed new dwelling/addition. It is not intended for design or construction purposes, but to illustrate the minimum level of detail required to enable the SCRCA to process your application.*



### 1. Proposed Structure

- Indicate all dimensions of the proposed structure.
- Show any existing structures.
- Show setback distances from at least two property boundaries and other relevant features (ie. watercourses and waterbodies). This will enable us to plot the proposed structure on our mapping.

## **2. Proposed Fill**

- For all proposals, indicate all areas where fill will be placed and the limits of disturbance. Show the dimensions of the proposed fill area and the depth of fill required. Provide details of the type of fill proposed for use.
- **Note, a cross-section of the proposed fill is required, showing the fill depths, side slopes and elevations.**

## **3. Proposed Driveway or Road Construction**

- Show the location of the proposed road.
- Indicate the type of material that will be used (i.e. crushed stone).
- If the road is not being constructed at grade, illustrate the depth and the limits of fill required for the road.
- Show the location of any proposed culverts. Include the length, diameter and pipe invert.

## **4. Natural Feature Identification**

- Show the location of any watercourses, ditches, wetlands, shoreline and forested areas.
- Indicate the location of any steep slopes.

## **5. Erosion Control Measures**

- Show location and type of erosion control measures, installation details, a sediment maintenance plan and if necessary, a site re-vegetation plan.

Note: In certain areas, or for certain proposals, the SCRCA may require further information to process applications. Examples of that information may include, but may not be limited to:

- A cross-section of the proposed structure, including all dimensions and the elevations of all building openings. Elevations may have to be supported by a professionally prepared topographic survey.
- A flood plain analysis to determine the extent of the flood plain in areas where flood plain mapping does not exist and/or a flood plain analysis to determine the effect of the proposed works on flooding up and down stream.
- An environmental impact statement to determine the effects of the proposed works on the natural environment.

For a list of information and studies that the SCRCA may request in support of your application please call the office to speak with our Regulations Staff at 519-245-3710. For more information on SCRCAs planning and regulations policies go to [www.scrca.on.ca](http://www.scrca.on.ca)