Ganaraska Region Conservation Authority
2216 County Road 28
Port Hope, Ontario L1A 3V8
(905) 885–8173 FAX (905) 885-9824
e-mail: info@grca.on.ca

APPLICATION

PROHIBITED ACTIVITIES, EXEMPTIONS AND PERMITS
(*CONSERVATION AUTHORITIES ACT* - ONTARIO REGULATION 41/24)

OWNER: _____ PHONE: _____
ADDRESS: _____ EMAIL: _____
_____ POSTAL CODE: _____

APPLICANT: _____ PHONE: _____
ADDRESS: _____ EMAIL: _____
_____ POSTAL CODE: _____

Pre-Consultation: Please indicate if you have conducted/requested any pre-application consultation with GRCA
☐ No ☐ Yes (circle method below)
by phone by meeting by email by site visit by other method

Location at which development, interference or alteration is proposed:
Municipality:_____ Twp. Lot: _____ Concession:_____
Registered Lot: _____ Registered Plan: _____
Municipal Address: _____

Application is hereby made to: (Check appropriate items)
- ☐ Development Activity (new building, addition, deck, reconstruction, site grading, fill placement etc.)
- ☐ Alteration to a watercourse
- ☐ Interference with a wetland

Description of proposed works: _____

This application **must** be accompanied by FOUR HARD COPIES, or a DIGITAL SUBMISSION of a detailed site plan and payment of a processing fee as determined by the Conservation Authority. The Site plan must include the following information:

1. General location of property in relation to roads, etc. (So we can find the property)
2. Location and dimensions of all existing and proposed structures on property and a survey plan with lot dimensions including the elevations of all exterior openings (i.e.: windows, doors etc.) in relation to final grade as well as a description of the type of building or structure and the method of construction including drainage.
3. Location of any watercourse, open water, or swamp on or near the property.
4. Intended location, dimensions and type of development (fill, construction, or waterway/shoreline alteration) proposed and an indication of the “limit of disturbance” beyond which no filling, grading, excavation will occur.
5. Statement of the proposed purpose of the works including the use of the building, structure, and proposed use of the land after the construction.
6. If fill is proposed, include the method of dumping or placing fill, and the use of the land following the completion of placing or dumping.
7. Cross-section of proposal showing existing and final grade, and any structure openings as well as any proposed alteration to an existing river, stream, creek or watercourse including a description of protective measures to be undertaken and the method of alteration.

NOTE: GRCA may require additional information for permit issuance purposes.

Anticipated date upon which work is to commence: _____
Anticipated date upon which work is to be completed: _____

- Please note that insufficient information may delay the processing of your application.
- This application does not relieve the applicant of the obligation to secure any other necessary approvals (eg. municipal, septic, MNRF, Fisheries & Oceans Canada etc.) Fees subject to change without notice.
- Authorized representatives of GRCA will be granted entry at any time onto lands which are the subject of this permit application in order to make such surveys, investigations, inspections or other arrangements which such representatives deem necessary.

I, declare that the above information is correct to the best of my knowledge.

Signature of Owner: _____ Date:_____

Signature of Applicant: _____ Date: _____

NOTE: Written Authorization from the Owner is Mandatory

The information on this form is being collected, and will be used, for the purposes of administering Ontario Regulation 41/24 and the *Conservation Authorities Act*, R.S.O. 1990 Chapter C27.

Pursuant to the Municipal Freedom of Information and Protection of Privacy Act, the personal information contained on this form is collected under the authority of the *Conservation Authorities Act*. This information is used to assess applications and, where approved, issue the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses permit. Information submitted as part of this application may be disclosed to Government and Municipal agencies for review and comment, or to members of the public through the Freedom of Information process. Questions about the collection of information should be directed to the Information and Privacy Officer, Ganaraska Region Conservation Authority Tel: (905) 885-8173.