

**Application Process for**  
**Ontario Regulation 176/06**  
**Development, Interference with Wetlands and**  
**Alterations to Shorelines and Watercourses**

**Applications may take 2 to 4 weeks to process depending on their complexity.**

Sault Ste. Marie Region Conservation Authority (SSMRCA) staff review, conduct site visits and make recommendations to the Members of the Board.

Conservation Authority Board Meetings are regularly held on the second Tuesday of every month to discuss general business and applications for permits under Ontario Regulation 176/06. However, in some instances Board Members are polled for their vote on an application by telephone, fax or email in order to process applications in a timely manner.

**The following information must be submitted before the application will be processed:**

1. Payment of a permit fee (**cheque or cash only**) must accompany the application.
2. The application must be signed and dated by the legal owner of the property.
3. Four copies of a detailed site plan of proposed work(s) on 8½" x 11" standard paper or larger which must include the following information:
  - a) The general location of the property in relation to roads, etc.
  - b) The lot dimensions, location and dimensions of all existing structures, wells and septic beds on the property.
  - c) The locations of any waterway (intermittent or not), open water, wetland or steep slope on or near the property.
  - d) The intended location and dimension of the fill, construction or waterway alteration proposed.
4. In the case of proposed filling a cross-section must be included showing existing and final grades with elevations from the current water level of any nearby waterway, and elevations of the lowest structure opening if applicable.



# APPLICATION

**FOR DEVELOPMENT, INTERFERENCE WITH WETLANDS & ALTERATIONS TO SHORELINES & WATERCOURSES O. Reg. 176/06**  
(CONSERVATION AUTHORITIES ACT - ONTARIO REGULATION, UNDER O. REG.97/04)

Sault Ste. Marie Region Conservation Authority

1100 Fifth Line East, Sault Ste. Marie, Ontario P6A 5K7 Phone (705) 946-8530 Fax (705) 946-8533

<b>*FOR OFFICE USE ONLY*</b>
File #: _____
<b>APPLICATION FEE</b>
\$ _____ <input type="checkbox"/> PAID <input type="checkbox"/> INVOICE

<b>Owner's Name:</b> _____	<b>Applicant's Name:</b> _____
<b>Mailing Address:</b> _____	<b>Address:</b> _____
<b>Postal Code:</b> _____	<b>Postal Code:</b> _____
<b>Telephone (Res.):</b> _____	<b>Telephone (Bus.):</b> _____
<b>Telephone (Bus.):</b> _____	<b>Telephone (Cell):</b> _____

Is the owner aware of this application? **Yes:** \_\_\_\_\_ **No:** \_\_\_\_\_

If No: Please Explain: \_\_\_\_\_

**Location of Proposed Works:**

Street Address: \_\_\_\_\_  
(IF NO STREET ADDRESS HAS BEEN ASSIGNED PLEASE LIST ROLL NUMBER)

Municipality: \_\_\_\_\_

**Application is hereby made, to (check all applicable boxes):**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Site Grading, Place, Dump or Remove Fill     | <input type="checkbox"/> Construct New Building          | <input type="checkbox"/> Interference with Wetland |
| <input type="checkbox"/> Alter, Add to Reconstruct, Renovate Building | <input type="checkbox"/> Development within Hazard Lands | <input type="checkbox"/> Alteration to Shorelines  |
| <input type="checkbox"/> Construct Retaining Wall, Erosion Control    | <input type="checkbox"/> Alter an Existing Watercourse   | <input type="checkbox"/> Other: _____              |

Existing Land Use (vacant, residential, seasonal, etc.): \_\_\_\_\_

Current Zoning: \_\_\_\_\_

Describe what you propose to do: \_\_\_\_\_

**\*APPLICATION MUST BE ACCOMPANIED BY FOUR COPIES OF A DETAILED SITE PLANS FOR THE PROPOSED WORKS\* AND PAYMENT OF A PROCESSING FEE AS DETERMINED BY THE CONSERVATION AUTHORITY.**

**The site plan MUST include the following information to be considered complete:**

1. General location of property in relation to roads, ect. (So we can find the property)
2. A plan with lot dimensions, location and dimensions of all existing structures, wells and septic beds on the property.
3. Location of any waterway (intermittent or not), open water, wetland or steep slope on or near the property.
4. Intended location and dimensions of fill, construction, or waterway alteration proposed.
5. Cross-section of proposal showing existing and final grade with elevations from the current water level of any nearby waterway, and elevations of the lowest structure opening if applicable.

**Dates when work is to be carried out: Start Date:** \_\_\_\_\_ **Completion Date:** \_\_\_\_\_

I \_\_\_\_\_ declare that the information is correct to the best of my knowledge, and I agree to abide by the conditions of this permit as indicated above and on the attached sheet by the Sault Ste. Marie Region Conservation Authority, under the Conservation Authorities Act R.S.O. 1990. I understand that I may appeal any or all of the stated conditions and the appeal resolved prior to the issuance of this permit. This approval applies only to those lands shown on the accompanying plan which are owned by the applicant, or to those for which he/she is an authorized agent. 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.

**Date:** \_\_\_\_\_ **Owners Signature:** \_\_\_\_\_

**NOTE: All applications submitted to the Conservation Authority for processing may also be reviewed by the Federal Department of Fisheries and Oceans and/or the Ministry of Natural Resources for authorization for works or undertakings affecting their regulations.**

Application Approved  Application Denied

**\*FOR OFFICE USE ONLY\***

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_  
General Manager

## Confirmation of O.Reg.176/06 Permit Terms & Conditions

The owner and/or agents acting on their behalf, by acceptance of and in consideration of the issuance of this permit, agree to the following:

1. I understand that this application does not relieve me and/or my agents of the obligation of securing any other necessary approvals.
2. I hereby grant authorized representatives of the Sault Ste. Marie Region Conservation Authority permission at any time to enter onto the lands which are described herein in order to make any surveys, examinations, investigations or inspections which are required for the purpose of ensuring that the work(s) authorized by this permit are being carried out according to the terms and conditions of this permit.
3. I hereby indemnify and save harmless the Sault Ste. Marie Region Conservation Authority and its officers, employees, or agents, from and against all damage, loss, costs, claims, demands, actions and proceedings, arising out of or resulting from my and/or my agents actions or omissions of the particulars, terms or conditions of this permit.
4. I understand that this permit does not release me and/or my agents from any legal liability or obligation and remains in force subject to all limitations, requirements and liabilities imposed by law.
5. I understand that this permit is not assignable.
6. I agree that should the work(s) be carried out contrary to the terms and conditions of this permit, that the Sault Ste. Marie Region Conservation Authority may enter onto the property and cause the terms to be satisfied, at my expense.
7. I agree to carry out the work(s) as per the plans and specifications submitted in support of this application and as amended by the terms and conditions of the approved permit.
8. I agree to install and maintain all sedimentation controls as directed by the Sault Ste. Marie Region Conservation Authority staff, until all disturbed areas have been permanently stabilized.
9. I agree that all areas will be seeded, sodded, or permanently stabilized in some other manner acceptable to the Sault Ste. Marie Region Conservation Authority staff and to their satisfaction as soon as possible, and prior to the expiry of the approved permit.
10. I agree to maintain all existing drainage patterns, and not to obstruct any and all drainage from other adjacent lands.
11. I understand that the information on this form is being collected, and will be used for administering a regulation made pursuant to Section 28 of the Conservation Authorities Act, R.S.O., 1990. This application and the supporting documentation received relating to this application, may be released, in whole or in part, to other agencies that may also have pertinent regulations or jurisdiction.
12. I understand that non-compliance with the approved permit and conditions is a provincial offence punishable by a fine of up to \$10,000 or a term of imprisonment.

**Owner/Agents Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_