



KAWARTHA CONSERVATION
277 KENREI ROAD
LINDSAY, ON K9V 4R1
PHONE: 705.328.2271
WWW.KAWARTHACONSERVATION.COM

**STREAMLINED PERMIT
APPLICATION**
REGULATION OF DEVELOPMENT, INTERFERENCE
WITH WETLANDS, AND ALTERATIONS TO
SHORELINES AND WATERCOURSES
(CONSERVATION AUTHORITIES ACT – ONT. REG. 182/06)

Streamlined Permit Applications are only applicable for relatively minor projects such as: sheds, unenclosed decks or patios, single residential docks, swimming pools (outside wetlands and erosion hazards), minor grading/fill placement up to 20 m³ cubic metres (outside of a flood hazard, watercourse, or wetlands), maintenance and/or repair of public infrastructure (e.g. roads, sewers, flood and/or erosion control works, water supply, etc.) and culvert replacement (same length and diameter). An application will only be considered complete upon the submission of this completed and signed application and all information outlined in Box 7. Kawartha Conservation will consider an application based upon the information provided. If the information provided is incorrect or untrue, Kawartha Conservation reserves the right to withdraw any permission granted by this Permit.

1. Landowner Contact Information*		2. Agent/Applicant Contact Information* (If applicable, please complete Owner Authorization - Box 9)	
First Name:		First Name:	
Last Name:		Last Name:	
Company:		Company:	
<i>Mailing Address</i>		<i>Mailing Address</i>	
Street Address:		Street Address:	
Town/City:	PO Box:	Town/City:	PO Box:
Postal Code:	Province:	Postal Code:	Province:
Tel. (Home):		Tel. (Home):	
Tel. (Cell):		Tel. (Cell):	
Tel. (Bus):	Ext:	Tel. (Bus):	Ext:
Fax:		Fax:	
E-mail:		E-mail:	
<p><i>*Only those individuals listed above will be authorized to sign and obtain a permit.</i> <i>Note: We will contact you via email unless otherwise specified.</i> Preferred method of contact: <input type="checkbox"/> Phone <input type="checkbox"/> E-mail</p>			

3. Location of Subject Property	
Street Address:	Municipality:
Former Geographical Twp:	
Township Lot:	Concession:
Registered Plan No.	Roll #:

4. Project Description

5. Type of Streamlined Development¹/Proposed Works (Check all that apply)

- | | |
|--|--|
| <input type="checkbox"/> Non-habitable structure less than 46.5 square metres in size (e.g. shed)
<input type="checkbox"/> New/replacement/expanded unenclosed deck or patio
<input type="checkbox"/> New swimming pool (outside wetlands and erosion hazards)
<input type="checkbox"/> Excavation/grading/fill placement up to 20 cubic metres (outside of a watercourse or wetlands)
<input type="checkbox"/> Routine maintenance and/or repair of public infrastructure (e.g. roads, sewers, flood and/or erosion control works, water supply, etc.) and private infrastructure (e.g. roads, gas and electrical transmission pipelines/corridors, etc.) | <input type="checkbox"/> Sewage system replacement in same location (outside floodplain)
<input type="checkbox"/> Roadside ditch maintenance ²
<input type="checkbox"/> Culvert replacement of the same length and diameter
<input type="checkbox"/> Maintenance of existing dug-out or isolated ponds (that would not result in an enlargement of the pond in area or volume beyond what was previously constructed)
<input type="checkbox"/> New/replacement single residential docks
<input type="checkbox"/> Demolition of existing building/structure |
|--|--|

1 Any streamlined development must occur outside of a wetland. If it is proposed within a wetland, it will be considered a Standard Permit and the 30 day timeline will apply.

2 In some instances, roadside ditches do not convey water regularly or continuously and therefore are not considered to be watercourses under the Conservation Authorities Act. In these instances, their maintenance would not be subject to Ontario Regulation 182/06 and would not require written permission from KRCA.

6. Volume of Fill Material (From Off-Site Source)

Type:	Volume (m ³):	Source (Company Name, Location):
Sand		
Soil		
Gravel		
Other:		
Other:		
TOTAL VOLUME (m³):		

7. Additional Information Requirements

- One copy of a site plan showing the property boundaries, the location of the proposed works, and the proposed dimensions (no larger than 11"x17", electronic copy via email or hard copy)
- Streamlined Permit Fee (can be paid by cheque, credit card, or debit in office or credit card by phone)

**8. Owner Declaration, Disclaimer and Release of Information
(To be Signed by Owner or Agent/Applicant)**

"I hereby certify that I am the current and legally recognized owner of the subject property upon which the proposed work is to be done (property location as described in Box 3 of this Form). I give permission to Kawartha Conservation to carry out any needed inspections on this property."

"I agree that any information, including personal information such as land owner contact information, submitted as part of this permit application may be distributed to other Federal, Provincial, or Municipal public agencies for the express purposes of carrying out their respective legislative authorities; and, that all studies and technical reports submitted as part of this application become the property of Kawartha Conservation and that the information may be used by Kawartha Conservation, its member Municipalities, and partners."

"I acknowledge that this application and supporting documents will be considered as public documents and are available upon written request under the Municipal Freedom of Information and Protection of Privacy Act (the Act). I understand that any and all personal information gathered by the Kawartha Conservation will be used only for the express purpose(s) of the application for which it has been provided, and will not be divulged to any third party, private or public, without prior written consent, as provided for in the Act."

"I acknowledge and agree that any permit issued pursuant to this application may be revoked if it is issued on the basis of false, inaccurate or misleading information."

I, declare that the above information is correct to the best of my knowledge and I agree to abide by Ontario Regulation 182/06. By signing this application, I agree to allow Kawartha Conservation staff to enter onto the subject property as part of the review and compliance process.

Print Name: _____

Signature: _____

Date: _____

9. Owner Authorization (If Applicable, Must be Signed by both Owner and Agent/Applicant)

If this permit application is to be submitted by an Agent/Applicant on behalf of the owner(s), this Landowner Authorization Form must be completed and signed by the owner(s).

NOTE TO THE OWNER

IF THE APPLICATION IS TO BE PREPARED BY A SOLICITOR OR AGENT, AUTHORIZATION SHOULD NOT BE GIVEN UNTIL THE APPLICATION AND ITS' ATTACHMENTS HAVE BEEN EXAMINED AND APPROVED BY YOU, THE OWNER(S). ALL SUBMISSIONS ARE THE RESPONSIBILITY OF THE OWNER.

"I/We _____
(Please Print)

hereby authorize _____
(Please Print)

to provide as my/our agent, any required authorizations or consents, to submit the enclosed application to Kawartha Conservation, and to appear on my behalf at any hearing(s) of the application and to provide any information or material required by the Kawartha Conservation board relevant to the application, for the purposes of obtaining a permit to develop, interfere with wetlands, or alter shorelines or watercourses, in accordance with the requirements of Ontario Regulation 182/06, as amended."

Signature: _____ Date: _____

Signature: _____ Date: _____

General Permit Conditions

The permittee, by acceptance and in consideration of the issuance of the permit, agrees to the following conditions.

1. Authorized representatives of the Kawartha Region Conservation Authority will be granted entry at any time during the period of validity of the permit onto the lands of the permittee, or lands under his control, in order to make such surveys, examinations, investigations, inspections or other arrangements which such representatives deem necessary.
2. The permittee agrees:
 - a) To indemnify and save harmless, the Kawartha 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 any act or omission of the permittee or any of his agents, employees or contractors relating to any of the particulars, terms or conditions of this permit;
 - b) That this permit shall not release the permittee from any legal liability or obligation and remains in force subject to all limitations, requirements and liabilities imposed by law;
 - c) That all complaints arising from the proposed works authorized under this permit shall be reported immediately by the permittee to the Kawartha Region Conservation Authority. The permittee shall indicate any action which has been taken or is planned to be taken, with regard to each complaint.
3. This permit shall not be assigned or assumed by any subsequent purchaser, transferee or grantee. Any subsequent purchaser, transferee, grantee, etc. shall reapply for a permit under Ontario Regulation 182/06: Regulation of Development, Interference with Wetlands and Alterations to Shorelines and Watercourses.
4. This permit does not absolve the permittee of the responsibility of obtaining necessary permission from applicable federal, provincial or local agencies.
5. The permittee agrees that should default be made by the permittee in compliance with, or satisfaction of, the enumerated conditions and or submitted application, the Kawartha Region Conservation Authority may enter upon the property with respect to which conditional approval is granted and cause said conditions to be satisfied, the expense of which will be the sole responsibility of the permittee.

Permit Application & Fees

The permit fee shall be paid at the time of filing an application with Kawartha Conservation. A minimum non-refundable administration fee may be retained by Kawartha Conservation in the event of an application withdrawal. Permit applications are only valid for 12 months unless otherwise confirmed by Kawartha Conservation. **Submission of a permit application does not constitute permission to carry out the proposed works. Do not start any work in a regulated area (including site grading/excavation) until a permit has been issued.**

Submit your permit application by email to permits@kawarthaconservation.com

Permit Process and Timeline

Normal processing times for Streamlined Permits (when deemed complete) are as follows:

- ✓ Applications are reviewed upon submission (with the applicant if delivered in person, otherwise you will be contacted upon receipt of your application which has been mailed or e-mail to our office) to ensure that all components of the application package have been included with your submission);
- ✓ After an application is deemed complete, a Permit decision is typically made and issued within 15 working days;
- ✓ Streamlined permits are emailed to applicants unless another arrangement has been agreed upon at the time of submission.

REMEMBER → This application does not relieve the applicant of the obligation to secure any other necessary permits or approvals.

Need help with your permit application or have questions about the process and our policies?

Pre-consultation meetings are held every Tuesday at our Administrative Centre in the Ken Reid Conservation Area (just north of Lindsay). These 30 minute meetings are free and allow applicants to obtain information about the current permit policies that may apply to their projects, the overall permit process, and permit application requirements. If you cannot attend in person, a conference over the phone or by Microsoft Teams is also possible. Please visit our website to schedule a pre-consultation meeting:

www.kawarthaconservation.com



**KAWARTHA
CONSERVATION**

Discover • Protect • Restore

WE WANT TO HEAR FROM YOU!

AT KAWARTHA CONSERVATION, WE WELCOME ANY FEEDBACK OR SUGGESTED IMPROVEMENTS TO ANY OF OUR PROCESSES AND FORMS PLEASE DO NOT HESITATE TO CONTACT US AT:

277 KENREI ROAD

LINDSAY, ON K9V 4R1

PHONE: 705.328.2271

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