



Internal Use Only

File No:  
Inquiry Received:  
Complete Application Date:

401-199 Larch Street, Ontario P3E 5P9 Tel: (705) 674-5249 Email: ndca@conservationsudbury.ca

## Permit Application Form

*Development, Interference with Wetlands and Alterations to Shorelines and Watercourses*

Nickel District Conservation Authority - [Ontario Regulation 156/06](#)

In accordance with the provisions of Section 28 of the *Conservation Authorities Act* permission must be obtained prior to any site grading and the temporary or permanent placing, dumping or removal of any material whether originating in the site or elsewhere; construction, reconstruction, or additions to a building or structure of any kind; straightening, changing, diverting or interfering in any way with the existing channel of a river, creek, stream or watercourse or interfere in any way with a wetland.

**\*Submission of an application form and fee does not imply permission. Do not start the project until you have a permit.**

### Landowner Information:

Name \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Cell \_\_\_\_\_

Mailing Address \_\_\_\_\_

*Optional:* I assign authority to the agent listed below to act on my behalf Signature \_\_\_\_\_

### Agent Information: (If using an Agent/Contractor to complete work or obtaining a permit)

Name \_\_\_\_\_ Phone \_\_\_\_\_

Email Address \_\_\_\_\_ Cell \_\_\_\_\_

### Location of Proposed Works (please complete as best possible or attach a copy of your Tax Bill):

Civic Address \_\_\_\_\_ PIN No \_\_\_\_\_

Plan No \_\_\_\_\_ Parcel No \_\_\_\_\_ Lot/Lots No \_\_\_\_\_

Lot & Concession \_\_\_\_\_ Township \_\_\_\_\_ Tax Roll No \_\_\_\_\_

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



Additional Information:

Previous NDCA Application for this Property? \_\_\_\_\_ If yes, when? \_\_\_\_\_

Planning Approval Required from Municipality? \_\_\_\_\_ If yes, when? \_\_\_\_\_
(e.g. site plan, approval, rezoning, severance)

Applications made to other agencies?(i.e. MNRF, MOE, DFO). \_\_\_\_\_ If yes, when? \_\_\_\_\_

Please list other agencies contacted: \_\_\_\_\_

Description of Type of Development / Work(s) Proposed (please check all that apply):

[ ] Construct New Building Type and Use: \_\_\_\_\_

[ ] Add to, Alter or Renovate Existing Building [ ] Install Sewage Disposal System

[ ] Erosion Control / Bank Stabilization [ ] Change or Interfere with a Wetland

[ ] Alter an Existing Watercourse or Shoreline:

Name of Watercourse \_\_\_\_\_

[ ] Channelization [ ] Dredge [ ] Dam or Weir [ ] Diversion [ ] Road Crossing

[ ] Realignment [ ] Construct Pond, Reservoir [ ] Other (Specify) \_\_\_\_\_

[ ] Place or Remove Fill or Grading:

Describe Fill Material \_\_\_\_\_

Quantity of Fill \_\_\_\_\_

[ ] Other (Specify) \_\_\_\_\_

Description, purpose and details of proposed work with reference to sketch – If the description exceeds 600 characters, please send as a separate text file.

Proposed Start Date: \_\_\_\_\_

Proposed Finish Date: \_\_\_\_\_

---

**Checklist of Application Requirements:**

***\*\*Ensure the following is included with the application. Failure to provide required information will delay or prevent the processing of the application.***

- Completed Permit Application Form
- Application Processing Fee – **\$100 Non-refundable Deposit** (See [Full Fee Schedule](#))
- Location Plan showing property, major roads, access roads, landmarks, etc.
- Site Plan (use plan of survey if available) showing location of work on the subject property and other important features such as drainage, ditches, watercourses, septic systems, wells, buildings, etc.
- Photographs of the work site displaying elevation or slopes, shoreline, shoreline vegetation (if applicable)
- Detailed professional drawings such as grading and survey plans will be required in certain instances and must show the Authority's floodplain and regulatory limits.

---

**By signing this application, consent is given to the Nickel District Conservation Authority, its employees and authorized representatives, to access the property for the purposes of obtaining required information for permitting and inspecting any approved works pursuant to Section 28 of the *Conservation Authorities Act*.**

I, *(please print name)* \_\_\_\_\_ declare that I am the landowner/ authorized agent and that the above information is correct to the best of my knowledge and believe that all of the above-noted, attached and/or supporting documentation and information is correct and true.

Signature \_\_\_\_\_

Date \_\_\_\_\_

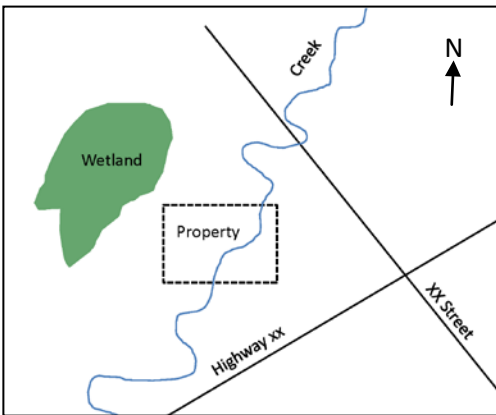
Personal information contained on this form is collected under the authority of regulations made under Section 28 of the *Conservation Authorities Act* of Ontario as amended any may be shared with departments or agencies of local, provincial or the federal government having an interest in the same. Questions about this collection should be directed to Conservation Sudbury.

**\*\*Save as a PDF and email to [ndca@conservationsudbury.ca](mailto:ndca@conservationsudbury.ca)**

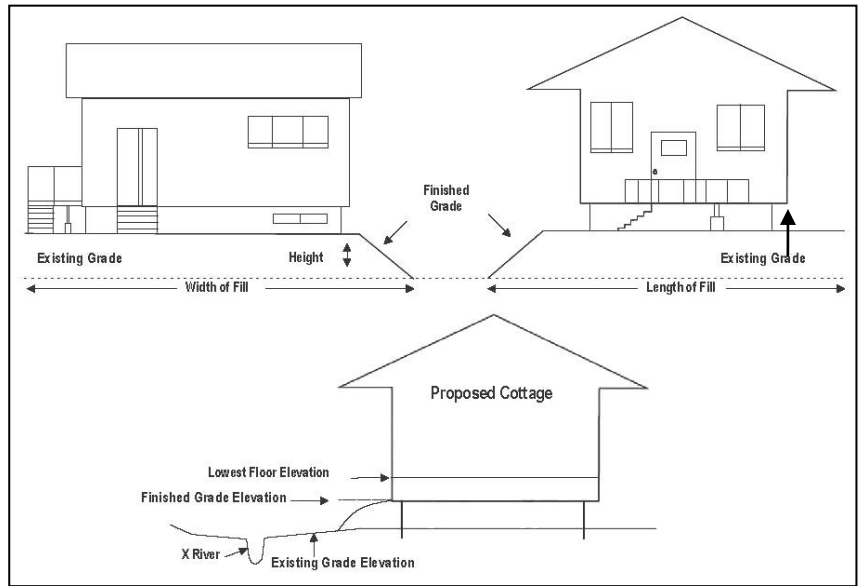
### Required Plans:

**Note:** These drawings are not for design purposes. They are examples to illustrate the minimum level of detail required to enable Conservation Sudbury staff to process the application. Please ensure that the application is complete to avoid delays in the review process.

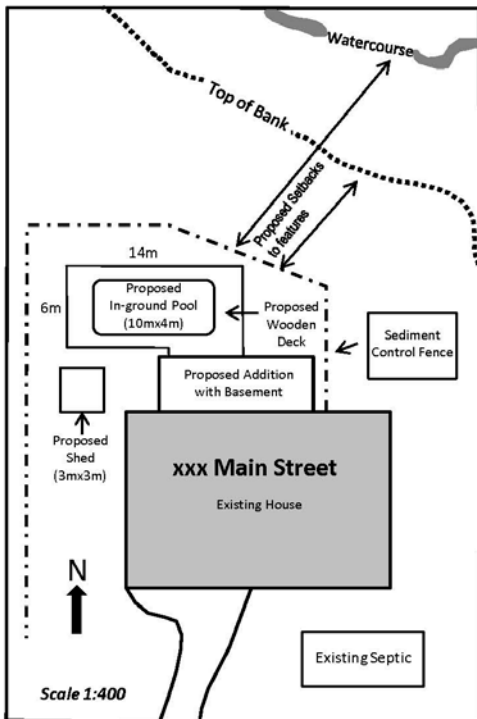
**Location Map**



**Cross Section – Construction and Fill**



**Site Plan**



**Cross Section – Alteration to Watercourse**

