



**Application Form**  
**SITE ALTERATION**

**Applicant**

- 1) Name: \_\_\_\_\_
- 2) Address: \_\_\_\_\_
- 3) Phone #: \_\_\_\_\_
- 4) Email: \_\_\_\_\_

**PROPERTY SIZE (In hectares):** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Site Plan Attached**  **Phase I, II, or III Environmental Site Assessment**

**START DATE:** \_\_\_\_\_

**END DATE:** \_\_\_\_\_

**CONSTRUCTION PERIOD:** \_\_\_\_\_

**DESCRIBE THE PROPOSED WORKS:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**IF APPLICABLE, DESCRIBE THE COMPOSITION OF FILL BEING DUMPED/PLACED:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A Phase I, II or III environmental site assessment report where required by the Director.**

**Where required by the Director, plans meeting the requirements set out in Schedule "B".**

**Where required by the Director, a control plan, the requirements of which are set out in Section 8 and 9; and In the case of Agricultural Land, a report prepared and signed by a Soil Scientist confirming that the proposed alteration will maintain or improve the overall capability of the soil of the site.**

**I certify that the fill contains no contaminants within the meaning of the Environmental Protection Act, R.S.O. 1990, c. E.1 9, as amended; and forever and unconditionally release and indemnify the City with respect to any and all liability that may arise in the event that fill contains contaminants within the meaning of the Environmental Protection Act, and any successor legislation.**

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## SCHEDULE "A"

### SITE ALTERATION PERMIT FEES

1. Basic Fee for affected land area of 1 hectare for a 6 month permit	\$100.00
2. Additional fee per hectare or fraction thereof over one hectare	\$20.00/ha
3. Maximum fee for a 6 month permit	\$1,000.00
Example: 15 ha = \$100 + (\$20 x 14ha) = \$380.00	
Note: Fees include inspection of control plans and site by City staff	
4. Permit Extension Fee – fee per hectare	\$20.00/ha
Example: same 15 ha site = (\$20.00 x 15 ha) = \$300.00	

**Total Cost** \_\_\_\_\_

**Applicant Signature** \_\_\_\_\_ **Date:** \_\_\_\_\_

## SCHEDULE "B"

Plans for the alteration and grading or for the placing or dumping of fill shall be prepared in accordance with the standard drawings and to the satisfaction of the City of Port Colborne, in accordance with the City's Municipal Servicing Standards and as follows:

		(1) indicate: the north arrow on the plan, swales - inverts and typical cross-section, all grade breaks, direction of arrow flows, title block - including lot and plan number and scaled used;
		(2) refer all elevations to the closest municipal bench mark (metric-geodetic);
		(3) show all proposed catch basins, leads, top of grade elevations and inverts;
		(4) show existing contours;
		(5) show regional flood lines if applicable;
		(6) show existing and proposed elevations at lot corners and all building corners;
		(7) show specified building grade (i.e. highest ground elevation at outside wall), driveway elevations, top of foundation and lowest opening in foundation;
		(8) show existing and proposed road grades, lengths and elevations on all streets with symbols at grade changes indicating direction of slope;
		(9) indicate all semi-detached lots with "S" on the plan;
		(10) show all easements - existing and proposed;
		(11) show proposed elevations along boundary of all blocks abutting single family and semi-detached lots in the subdivision;
		(12) illustrate that all drainage outlets for abutting properties are maintained;
		(13) show a table for a list of revisions above the title block;
		(14) the approval of a drainage plan is related to drainage only; it is the responsibility of the developer to ensure that the drainage plan complements the land and suits the houses to be constructed;
		(15) show temporary erosion control measures to be in place during the construction period, e.g. silt fence, sedimentation traps, etc., and permanent erosion control works to be left in place after construction and lot grading is completed, e.g. siltation ponds, etc.