



**Grand River Conservation Authority**

**Administration Office:**  
400 Clyde Road, P.O. Box 729, Cambridge, Ontario N1R 5W6  
Telephone: 519-621-2761 Fax: (519) 621-4945

**GRCA USE ONLY  
APPLICATION NUMBER**

## Schedule "A" - Application for Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit (Pursuant to Ontario Regulation 150/06)

**Please read, complete each section as required, attach fee and sign and date this application.**

**Owner's name:** \_\_\_\_\_ **E-mail:** \_\_\_\_\_

**Mailing address:** \_\_\_\_\_ **City/Town:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Telephone:** Bus. (\_\_\_\_) \_\_\_\_\_ **Res. (\_\_\_\_)** \_\_\_\_\_ **Fax (\_\_\_\_)** \_\_\_\_\_

**Agent's name (Consultant/Contractor):** \_\_\_\_\_

**Mailing address:** \_\_\_\_\_ **City/Town:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Telephone:** Bus. (\_\_\_\_) \_\_\_\_\_ **Fax. (\_\_\_\_)** \_\_\_\_\_ **Email:** \_\_\_\_\_

### Location of proposed work:

**Lot No.** \_\_\_\_\_ **Concession No.** \_\_\_\_\_ **Township** \_\_\_\_\_

**Municipal address of property:** \_\_\_\_\_

**City/Town/Village:** \_\_\_\_\_ **County/Region:** \_\_\_\_\_  
(Circle One)

### Application is hereby made for:

For examples of Minor, Standard and Major applications please refer to the Fee Schedule on pages 3 and 4.

- Minor Development
- Minor Interference with Wetlands, Alteration to Shorelines & Watercourses
- Standard Development
- Standard Interference with Wetlands, Alteration to Shorelines & Watercourses
- Major Development
- Major Interference with Wetlands, Alteration to Shorelines & Watercourses

**Description of proposed work:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**This application must include four (4) FOLDED copies of each appropriate plan(s) showing the proposed work.**

**Land Use:** Present \_\_\_\_\_ Proposed change (if any) \_\_\_\_\_

I declare that I have read and agree to the General Conditions of Permit on the reverse of this form and that all information provided is true.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Agent

**January 1, 2020**

# GENERAL CONDITIONS OF PERMIT

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1. This permit does not absolve the permittee of the responsibility of obtaining necessary permission from applicable federal and provincial agencies or local municipalities.
2. The permittee agrees by acceptance of the permit:
  - (a) to indemnify and save harmless, the Grand River Conservation Authority and its officers, employees, or agents, from and against all damage, injury, loss, costs, claims, demands, actions and proceedings, arising out of or resulting from any act or omission of the permittee or of any of his agents, employees or contractors relating to any of the particular 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 Grand River Conservation Authority. The permittee shall indicate any action which has been taken, or is planned to be taken, with regard to each complaint.
  - (d) to provide certification of conformance to ensure compliance with the intent of the permit. This certification must be provided by an accredited professional and is to be submitted as may be specified in the permit.
3. Authorized representatives of the Grand River Conservation Authority will be granted entry at any time into lands and buildings which are the subject of this permit application in order to make such surveys, examinations, investigations, inspections or other arrangements which such representatives deem necessary.
4. The Grand River Conservation Authority may cancel this permit or may change any of the conditions at any time and without prior notice if it is determined that:
  - (a) the works are not in conformance to the intent of the permission granted;
  - (b) the information presented to obtain a permit is false;
  - (c) the works or method of construction have detrimental impacts on the environment.
5. This permit shall not be assigned (non-transferable).
6. Permits are valid for two years. No notice will be issued on expiration of the permit and it is the responsibility of the permittee to ensure a valid permit is in effect at the time work is occurring.
7. The Grand River Conservation Authority may make copies of Schedule A and materials submitted in conjunction with Schedule A, as required, for the purposes of assessing the proposal and, where approved, to form part of the permit issued.
8. The Grand River Conservation Authority may request that GIS data files be submitted as part of Schedule A, to be used for business purposes pursuant to Regulation 150/06.

## NOTICE OF COLLECTION

Pursuant to section 29(2) of the Municipal Freedom of Information and Protection of Individual Privacy Act R.S.O 1990, C.M.56 the personal information contained on this form is collected under the legal authority of the Conservation Authorities Act, R.S.O. 1990, c.27, as amended. This information is used to assess applications for and, where approved, issue the Permit. Information on this form may be disclosed to Government and Municipal Agencies for review and comment. The name of the applicant, location of the work and a description of the project may be published in GRCA documents including agendas, reports and meeting minutes which are posted on the GRCA website. Questions about the collection of personal information should be directed to the Freedom of Information Co-ordinator, Administration Division, Grand River Conservation Authority, 400 Clyde Road, P.O. Box 729, Cambridge, Ontario, N1R 5W6, (519) 621-2761.

**GRCA Permit, Plan Review, Title Clearance and Inquiry Fee Schedule**  
**January 1<sup>st</sup>, 2020**

<b>PERMIT FEE SCHEDULE</b>		
<i>Note: applicants are encouraged to apply online at <a href="https://apps.grandriver.ca/Permits">https://apps.grandriver.ca/Permits</a>.</i>		
<b>Category of Permit Application</b>	<b>Fee for Development Applications</b>	<b>Fee for Alterations or Interference with Wetlands, Shorelines and Watercourses Applications</b>
<b>Minor</b> - <i>Low risk of impact on natural hazards or natural feature. No technical reports required.</i>	\$420	\$420
<b>Standard</b> - <i>Moderate risk and/or potential impact on natural hazards or natural features. Detailed report and/or plans required.</i>	\$615	\$1,085
<b>Major</b> - <i>Requires one or more reports (Environmental Impact Study, Hydraulic Analysis, Stormwater Management, Geotechnical, etc.)</i>	\$9,365	\$6,140 <i>Culvert/Bridge replacement</i> \$9,365 <i>All other applications</i>
<b>Category of Permit Application</b>	<b>Fee</b>	
Large Fill – over 1,000m <sup>3</sup>	\$9,365 plus \$0.50/m <sup>3</sup>	
Works initiated prior to GRCA approval	2 times the fee for the category	
Rural Water Quality Programs or GRCA projects	\$80	
Expired Permit	\$80	
Plans amended to an approved permit	\$80	

<b>INQUIRY SCHEDULE</b>	
<b>Category of Application</b>	<b>Fee</b>
Title Clearance and Inquiry Fee	\$235/property

<b>PLAN REVIEW FEE SCHEDULE</b>	
<i>*italicized – please see Fee Notes</i>	
<b>Category of Application</b>	<b>January 1, 2020 Fee</b>
<b>Subdivision and Vacant Land Condominium</b>	
Base fee	\$2,295
• per net hectare	\$1,195/hectare
Applicant driven modification	\$1,530
Final clearance for registration of each stage: technical review required	\$6,140
Final clearance Processing Fee: no reports or review required	\$235
Fourth (4 <sup>th</sup> ) and subsequent submission for review (same report)	\$530
<b>Official Plan and/or Zoning Bylaw Amendment</b>	
<i>Major</i>	\$2,290
<i>Minor</i>	\$420
<b>Consent</b>	
<i>Major</i>	\$1,085
<i>Minor</i>	\$420
<b>Minor Variances</b>	
<i>Major</i>	\$615
<i>Minor</i>	\$275
<b>Site Plan Approval Applications</b>	
<i>Major</i>	\$3,215
<i>Minor</i>	\$420
<b>Complex Applications</b>	\$9,365
<b>Below Water Table Aggregate Applications</b>	
No features of interest within 120 metres of licence limit	\$9,365
Features of interest within 120 metres of licence limit	\$39,215
<b>Above Water Table Aggregate Applications</b>	
No features of interest within 120 metres of licence limit	\$420
Features of interest within 120 metres of licence limit	\$9,365

\* When reading the Permit and Planning fee schedule, please refer to the **Fee Notes** outlined below.

## **2020 Fee Notes**

1. All fees are made payable and submitted directly to Grand River Conservation Authority.
2. Applicants are encouraged to consult with staff prior to submission of all applications to determine the extent and nature of the information required to accompany the application, and to determine the appropriate fee.
3. Applicants are encouraged to submit Permit applications through the GRCA's online Permit Application System: <https://apps.grandriver.ca/Permits>.
4. Permit applications that fall into one or more categories will be charged one fee, at the highest rate.
5. Plan review applications that fall into one or more categories will be charged one fee, at the highest rate.
6. The Conservation Authority may provide a refund or require the applicant submit additional funds for a permit or plan review fee if it is found that an incorrect fee has been submitted.
7. *Minor Categories* – Low risk of impact on natural hazards or natural features. Plans required. No technical reports required.
8. *Standard Permit Category* – Moderate hazard risk and/or potential impact on natural hazards or natural features. Detailed plans required. Scoped technical reports required.
9. *Major Permit Category*– High hazard risk and/or potential impact to natural hazards or natural features. Detailed plans required. One or more technical report required (Environmental Impact Study, Hydraulic Analysis, Storm Water Management, Geotechnical, etc.). Development permit applications for: golf courses, trailer parks, campgrounds, lifestyle communities will be considered as a major permit.
10. *Major Plan Review Category*– High or Moderate hazard risk and/or potential impact on natural hazards or natural features. Detailed plans required. One or more technical reports (may be scoped) are required.
11. *Complex Plan Review Category*- Planning Act (e.g. OPA/ZC) and/or Site plan applications for: golf courses, trailer parks, campgrounds, lifestyle communities.
12. *Large Fill* - The fee is applicable to material placed within the Conservation Authority's regulated areas. Grading associated with *Planning Act* approvals is not considered a large fill application.
13. Major permit applications that have previously paid application or clearance plan review fees to the GRCA will be charged fees under the Minor or Standard category.
14. Permit fees are non-refundable, except where review indicates that no permit is necessary.
15. *Expired permit* - After a permit has expired, a new application must be submitted. For applications to replace a prior permit received within one year of expiry a fee of \$80 is required. Permits that have expired within the last year can be renewed through the GRCA online Permit Application System. Any changes to the plans or a lapse of more than one year will require a full review and the Schedule of Fees in effect at the time will apply.
16. The subdivision or vacant land condominium base fee including per net hectare fee will be capped at \$30,000.
17. The net hectare fee will be based on the initial submission and will exclude lands outside of the development limit (e.g. natural hazard, natural heritage areas and buffers). Stormwater management facilities and other open space or park uses are to be included in the net hectare fee calculation.
18. At the submission of a subdivision or vacant land condominium application, 70% of the base fee and per net hectare is required. Prior to issuance of conditions of draft plan approval, the remaining 30% of the fee is required.
19. A Processing Fee will apply for a clearance letter for a subdivision or condominium application where no technical review/reports (e.g. no Erosion and Sediment Control plan, SWM brief, etc.) are required.
20. For Aggregate Applications, features of interest include all Natural Heritage, Natural Hazard and surface water features.