

Application For Fill and/or Site Alteration Permit

Under the Township of Ryerson
Magnetawan River Valley Filling and Site Alteration Control By-law
By-law No. 11-12

The above noted By-law prohibits the placing of any Fill including topsoil and the Alteration of the grade of land any place within the area subject to the By-law without a permit issued by the Corporation of the Township of Ryerson. This is an application for such a permit. Persons who violate the By-law including land owners, contractors and truckers, may be subject of fine of between \$500.00 and \$100,000.00 upon conviction of an offence under the By-law.

The areas covered by the By-law are those designated in the Official Plan of the Township of Ryerson as either Provincially Significant Wetland or Floodplain. Reference should be had to the By-law or to the Official Plan for further details. The Township possesses aerial photographs showing the state of lands within these areas prior to passage of the By-law and will be in a position to determine whether or not changes have been made without a permit.

There are two types of permits--- Simple and Complex. A Complex Permit situation will likely require the negotiation and registration of a Site Plan Agreement on title to your property before work can proceed. Such an agreement may entail significant legal and other costs.

The Township's by-laws also provide for the issue of "Simple" Fill and/or Site Alteration Permits. These Simple Permits can be issued for a flat fee of \$100.00 and require much simpler and less formal paperwork. Situations where the Township will consider issuing a "Simple" Permit are as follows:

- (1) Raise EXISTING road/driveway to flood level with no extension of existing road/driveway.
- (2) Top dress land with less than four inches of topsoil,
- (3) Install/repair septic system where an NBMCA Permit issued if location is acceptable to the Township,
- (4) Fill within twenty feet of a new building for which CBO has issued a permit requiring such fill,
- (5) Where Council has passed a resolution waiving a Site Plan Agreement. In this situation, the applicant land owner will need to approach Council and ask it to pass a formal resolution waiving a Site Plan Agreement in situations where Items 1 through 4 above do not apply.

TOWNSHIP OF RYERSON
Fill and Site Alteration Permit Application

No. _____

I/we, the undersigned hereby apply for a Fill and/or Site Alteration Permit pursuant to the provisions of the Township of Ryerson By-law No. 11-12 and agree to comply in all aspects of the requirement of the said By-law and the permit issued. The Permit shall be deemed to include this application and all other sketches and schedules attached to it at the time of issue. The undersigned hereby grant(s) employees or agents of the Township of Ryerson permission to enter the subject land to inspect the proposed work and site to which the permit applies before, during and after the work is completed. The undersigned acknowledge that the permit, when issued, has an expiry date and if the work is not completed before the expiry date, a subsequent permit and fee will be required to complete the work.

This application must include each and every of the following:

- (1) This application form signed by all registered owners of the property.
- (2) Application fee prescribed in the Fees By-law
- (3) A sketch of the site and certain adjoining lands, including all requirements noted in Schedule B attached hereto items 1 through 14.

Property Location/ Description: _____

Tax Roll No.: _____ Property Size: _____

All Property Owners Names: _____

Mailing Address: _____

Phone No.: _____ E-mail: _____

Agents Name: _____

Address: _____

Phone No.: _____ E-mail: _____

Work Schedule start date: _____

Anticipated Completion date: _____

Total quantity of material anticipated to be placed on site:

Fill: _____ m³ Topsoil: _____ m³

Source and Type of Fill Material: _____

Owner/Authorized Agent Authorization: _____ Date: _____

Print name & Signature of Owner(s)/Authorized Agent

Print name & Signature of Owner(s)/Authorized Agent

Print name & Signature of Owner(s)/Authorized Agent

Print name & Signature of Owner(s)/Authorized Agent

PERMIT (For Official Use Only)

The Application above is hereby approved in accordance with the sketch attached and subject to the general conditions in Schedule A and on special conditions noted on the bottom of Schedule A, all of which form part of this permit.

Date of Approval

Signature of Township Official

Permit expires 12 months after approval

Fee: _____ paid cash or cheque

SCHEDULE A

Every Fill or Site alteration of land shall be performed in accordance with the following conditions. The site control measures outlined in these guidelines shall be deemed to be a condition of every permit unless varied in writing by the permit.

- 1) No fill shall be placed on native topsoil. Fill areas shall be stripped of topsoil and stockpiled and noted on site alteration plan.
- 2) Site Erosion Control: the following criteria apply to land disturbing activities that may result in runoff leaving the site:
 - a) Run-off from adjacent areas now passing through the site in existing drainage patterns shall be diverted around disturbed areas, if practical. Otherwise the channel shall be protected by sediment control fences being placed along the channel edges to reduce sediment reaching the channel;
 - b) All activities on the site shall be conducted in a logical sequence to minimize areas of bare soil exposed at any one time;
 - c) Any fill and /or topsoil storage piles containing more than 100 cubic meters of material shall not be located within a down slope drainage length of less than ten (10) meters to a roadway, drainage channel, or Provincially Significant Wetland. If they are remaining for more than sixty (60) days, said soil or dirt storage piles shall be stabilized by mulching, vegetative cover, tarps or other means. Erosion from fill storage piles which will be in existence for less than sixty (60) days shall be controlled by filter fence barriers around the pile;
 - d) Runoff from the entire disturbed area on the site shall be controlled as follows: All disturbed ground left inactive shall be stabilized by seeding, mulching, covering, or equivalent control measures. The period of time of inactivity shall be at the discretion of the Municipality but shall not exceed sixty (60) days or such longer periods as deemed advisable at the discretion of the Municipality.
 - e) A Sediment control fence is required around the entire perimeter of the site;
 - f) A three (3) meter wide buffer strip in addition to the sediment control fence shall be required along the perimeter of the down slope sides of the site.

- 3) Special conditions of this permit (if any)

SCHEDULE B

Standards for Simple Fill and Site Alteration Permit Sketches to be submitted.

Site Alteration Sketches or accompanying documentation shall include the following information where applicable to the proposed work:

- 1) the scale of drawing;
- 2) boundaries, area, 911 address and legal description of the site;
- 3) current land use of the site and any adjacent land within 30 meters of the site;
- 4) the location, dimensions and use of buildings or structures existing or proposed to be erected on the site;
- 5) the location and use of buildings or structures on adjacent property within 30 meters beyond the site boundary.
- 6) the location of bodies of water, streams, wetlands, channels, ditches, swales, other watercourses, or other natural heritage features on the site or within 30 meters beyond the site boundary;
- 7) provincially significant wetland; boundary lines on site or within 30 meters of site boundary;
- 8) the location and type of vegetative cover on the site, including the variety and dbh (diameter at breast height) of every tree on the site and on adjacent lands within 10 meters of the site.
- 9) the location and dimension of any existing and proposed storm water drainage systems, and natural drainage patterns on or within 30 meters beyond the site boundary;
- 10) the proposed final grade elevation of the site expressed as a distance above previous ground level;
- 11) the separated quantities of fill and topsoil to be placed or removed from the site;
- 12) the location and dimensions of all proposed land disturbing activities;
- 13) the location and dimensions of all proposed temporary stockpiles for soil and other materials;
- 14) such further and other information with respect to the site as may be required by the municipality.