

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

Depending on the type of works you are proposing on your property, you may need a Site Alteration Permit prior to construction to ensure that you, your neighbours and/or the environment are not negatively impacted. Site Alteration Permits are administered by the Engineering Services Department to ensure that the Director is satisfied that works on private property will not result in:

- a) Adverse erosion effects on and off-site;
- b) Blockage of a swale, ditch, watercourse, etc.;
- c) Transportation of silt into a watercourse, wetland, or storm sewer, etc.;
- d) Transportation of silt to adjacent, neighbouring or downstream properties;
- e) Pollution of a watercourse;
- f) Flooding or ponding on adjacent properties;
- g) Flooding or ponding caused by a watercourse overflowing its banks;
- h) Hindering the orderly development of any lands;
- i) Detrimental effect on the quality or quantity of water in wells;
- j) Detrimental effect on any trees of a calliper of 75mm or more located on the lands;
- k) Detrimental effect on matters of inherent sensitivity such as, but not limited to aquifer recharge, soil permeability, water quality and wildlife habitat;
- l) Unauthorized injury or destruction of municipal trees or other trees protected under By-laws of the City of Burlington or Halton Region;
- m) Injury or destruction of other trees, which in the opinion of the Director, could reasonably be avoided;
- n) A loss of agricultural land in the Rural Planning Areas as defined in Schedule "C" of the City of Burlington Official Plan;
- o) Detrimental effects on the natural environment, including but not restricted to lands designated as Lake Ontario shoreline, Burlington Bay / Hamilton Harbour Shoreline, Niagara Escarpment and Areas of Natural or Scientific Interest and habitat of endangered or threatened species as identified and defined by the Ministry of Natural Resources (MNR);
- p) Detrimental effect within 120 metres of a Provincially Significant Wetland identified by the Ministry of Natural Resources and wetlands regulated under Ontario Regulation 162/06;
- q) Detrimental effects to the growth and/or harvest of fruit, vegetables or other crops, landscaping and gardens;
- r) Detrimental effects to natural site lines of adjacent properties;
- s) Detrimental effects to areas of archaeological significance; and
- t) Contamination of, or the degradation of the environmental quality of the land.

Please answer the following question with respect to the proposed works. If you respond "Yes" to one or more questions, please contact the Engineering Services Department (2<sup>nd</sup> Floor, City Hall) since the proposed works likely require a Site Alteration Permit.

Site Alteration Permits are regulated by the City of Burlington under By-law 64-2014. Non-compliance with By-Law 64-2014 may result in penalties.

	YES	NO
Are you proposing to alter the grade on your property?		
If "YES", are you proposing to alter the grade within 0.5m of any property line?		
Are you proposing to place fill that has a lower permeability than the existing underlying native soil on the receiving site?		
Are you proposing to install a retaining wall on your property?		
Are you proposing to remove topsoil on a site greater than 0.2 ha (0.5 acres) in area (approximate dimensions of 20m x 100m)?		
Are you proposing to remove vegetation cover on a site greater than 0.2 ha (0.5 acres) in area?		
Are you proposing to alter the grade on a property that is next to a watercourse, wetland, pond, Lake Ontario or Burlington Bay / Hamilton Harbour?		
Are you proposing to construct a pond in the Rural Planning Area of the City?		
Are you proposing to construct a residence, garage, agricultural building or other structure in the Rural Planning Area of the City?		
Is there an outstanding site security deposit currently being held by the City associated with a Grading and Drainage Clearance Certificate or Consolidated Pre-Building Permit Review?		

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner / Applicant

**OFFICE USE ONLY**

	YES	NO
Is Site Alteration Permit Exempt?		
If "YES" provide justification:		

\_\_\_\_\_  
Date

\_\_\_\_\_  
Approved By: