

Application for a Notice to Conduct Activity in a Protected Area near a Municipal Water Supply



Standard Application Criteria – Part A

The purpose of this application is to ensure municipal drinking water supplies are protected. This application is required when an activity is proposed in an area that is protected under an approved source protection plan. This application form helps fulfil the requirements for the Risk Management Official (RMO) to evaluate proposals related to restricted land uses in approved source protection plans and Section 59 of the Clean Water Act, 2006. Should you have any questions or concerns, or require this information in an accessible format please contact the Risk Management Official at Kawartha Conservation.

Risk Management Official
705-328-2271
Kawartha Conservation
277 Kenrei Road
Lindsay, ON
K9V 4R1

We require the following information to help ensure a timely response to proposed planning and building permit applications. The information listed below will be required for all applications for notices. Please note that a notice is required from the RMO prior to the submission of a planning application. A notice will be required before a building permit is issued by the municipality. A risk management plan to address a potential impact of an activity on a drinking water system may be required before a notice is issued. The submission of additional information may be necessary.

- Complete copy of deed and registered plan
- Location map showing nearest intersections
- Signed letter of authorization from owner to applicant (if applicable)
- Statement of agreement from any persons sharing right-of-ways, easements, etc. (if applicable)
- Detailed letter/report describing the proposal
- Location map showing proposed activity on property including existing structures
- Application Fee (as applicable)

For Office Use Only		Date Issued:	
Application number:		Notice number (if different):	
Date received:		Reviewed by:	

Please fill out the following information:			
A. Property information			
Building number, street name		Unit number	Lot/con.
Town, Municipality	Postal code	Plan number/other description	
B. Applicant Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner			
Last name	First name	Corporation or partnership	
Street address		Unit number	Lot/con.
Town, Municipality	Postal code	Province	E-mail
Telephone number ()	Fax ()	Cell number ()	

C. Owner <input type="checkbox"/> Same as above				
Last name		First name	Corporation or partnership	
Street address			Unit number	Lot/con.
Town, Municipality		Postal code	Province	E-mail
Telephone number ()		Fax ()		Cell number ()
D. Land Use Type				
<input type="checkbox"/> Residential <input type="checkbox"/> Agricultural <input type="checkbox"/> Commercial <input type="checkbox"/> Industrial				
E. Proposal is for:				
<input type="checkbox"/> Construction of a new building or structure				
<input type="checkbox"/> Alteration, addition to or renovation of an existing building or structure				
<input type="checkbox"/> Removal of an existing building or structure				
<input type="checkbox"/> Planning Act application				
F. Site services (check all that apply)				
Sanitary connection	<input type="checkbox"/> Municipal	<input type="checkbox"/> Septic system	<input type="checkbox"/> Holding tank	
Storm connection	<input type="checkbox"/> Municipal	<input type="checkbox"/> Storm pond	<input type="checkbox"/> Ditch	<input type="checkbox"/> Sump pump
Water service	<input type="checkbox"/> Municipal	<input type="checkbox"/> Drilled/dug well	<input type="checkbox"/> Shore well	<input type="checkbox"/> Cistern
Heating fuel	<input type="checkbox"/> Geothermal	<input type="checkbox"/> Fuel oil	<input type="checkbox"/> Other:	
Other services:				
G. Approvals given under other legislation				
<input type="checkbox"/> Renewable Energy Approval	<input type="checkbox"/> Municipal Drinking Water License and Permit	<input type="checkbox"/> Pesticide Permit		
<input type="checkbox"/> Permit to Take Water	<input type="checkbox"/> Certificate of Approval (C of A) / Environmental Compliance Approval:			
Nutrient Management Act Instrument: <input type="checkbox"/> Strategy <input type="checkbox"/> Plan				
Aggregate Resources Act Instrument: <input type="checkbox"/> Licence <input type="checkbox"/> Wayside Permit <input type="checkbox"/> Aggregate Permit <input type="checkbox"/> Site Plan				
H. Above-ground site characterization				
Please identify any historic land uses for the property.				

I. Site Map (See sample site plan and drawings)

- Plans may be hand drawn and labelled.
- Labels should be neat and legible.
- Show an accurately plotted north arrow.
- All straight lines should be drawn using a straight edge.
- Draw plans to scale wherever possible and indicate scale on the plan.
- Show all existing structures, structures to be removed and locations of new structures.
- Provide a Key Plan showing location of property.
- Show plan views, profiles and cross sections of existing and proposed structures.
- Show all existing and proposed activities

Site Map:

This application does not relieve the applicant of the obligation to secure any other necessary approvals.

I acknowledge that this application and supporting documents will be considered as public documents and are available upon written request under the Municipal Freedom of Information and Protection of Privacy Act (the Act). I understand that any and all personal information gathered by Kawartha Conservation will be used only for the express purpose(s) of the application for which it has been provided, and will not be divulged to any third party, private or public, without prior written consent, as provided for in the Act.”

I acknowledge and agree that any Notice issued pursuant to this application may be revoked if it is issued on the basis of false, inaccurate or misleading information.”

I, _____ declare that the above information is correct to the best of my knowledge. By signing this application, I agree to allow Risk Management Official staff to enter onto the subject property as part of the review process.

Print Name: _____

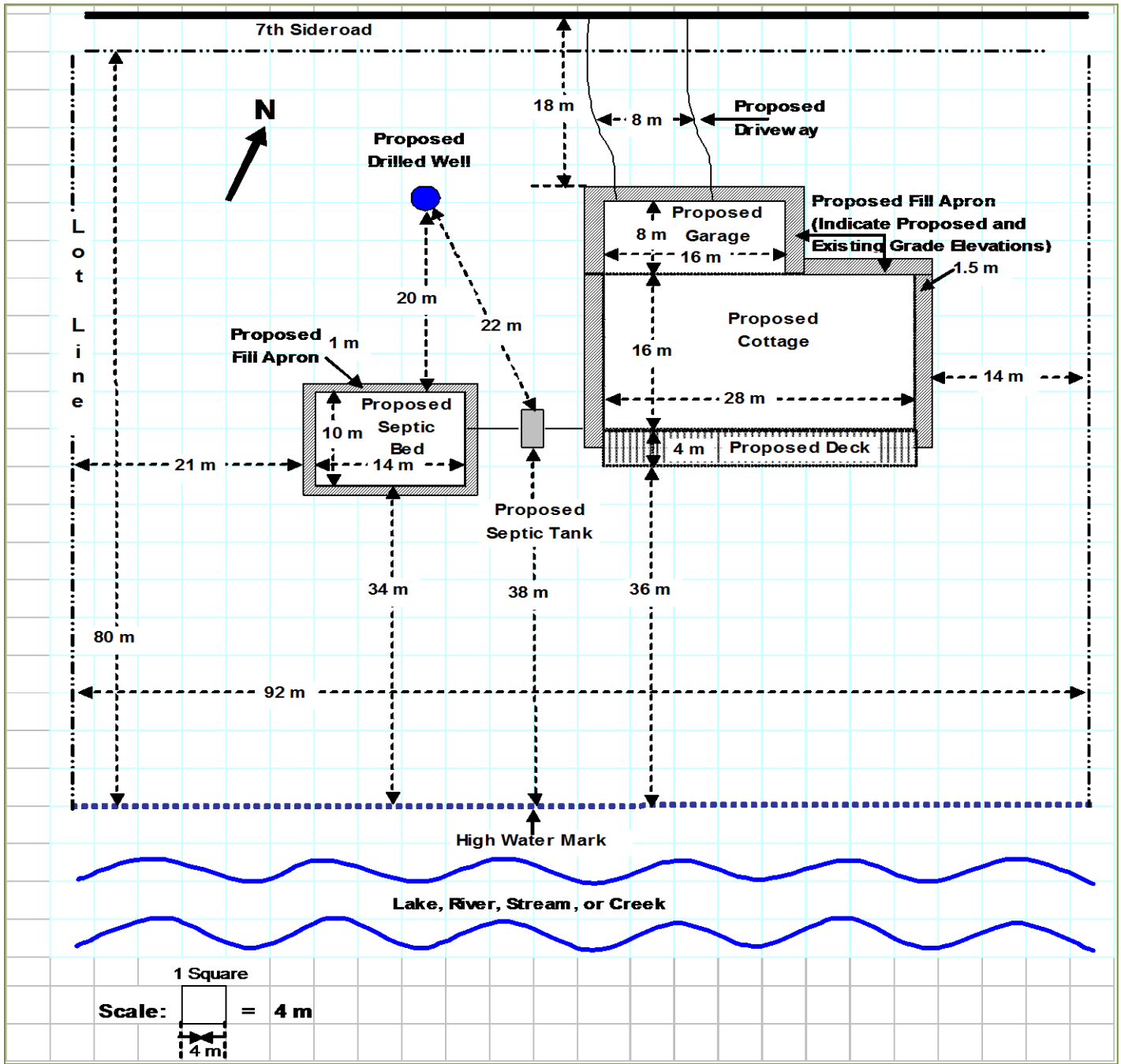
Signature: _____

Date: _____

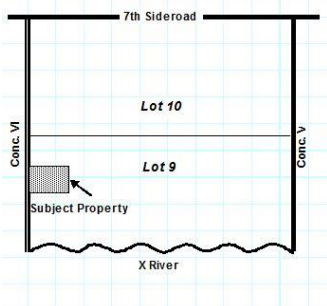
Pre-consultation is available upon request and is encouraged for those projects. Details can be found at: www.kawarthaconservation.com.

An application will be considered complete when the Standard Application Criteria (Part A) plus applicable Detailed Application Criteria-Threat Assessment (Part B) and/or Supporting Technical Requirements & Mitigation Measures (Part C) are submitted for consideration. Applicable supporting technical requirements is as determined by Risk Management Official staff during pre-consultation and/or following submission, to ensure only the information required to make a decision is requested from applicants. Insufficient information may delay the processing of your application.

Sample Site Plan



Location Map



Application for a Notice to Conduct Activity – Application Criteria

Part A: Standard Application Criteria

Standard Application criteria are identified below. We will require this information to be submitted with the application for notice to confirm the proposal information, property location and contact information. These requirements can be confirmed by KRCA staff upon submission and/or during pre-consultation (formal/informal). We will advise if any additional items are necessary to complete our evaluation and render a decision if applicable (see Part B and Part C).

	Checklist
1. Complete copy of deed and registered plan	<input type="checkbox"/>
2. Location map showing nearest intersections	<input type="checkbox"/>
3. Signed letter of authorization from owner to applicant (if applicable)	<input type="checkbox"/>
4. Statement of agreement from any persons sharing right-of-ways, easements, etc. (if applicable)	<input type="checkbox"/>
5. Detailed letter/report describing the proposal	<input type="checkbox"/>
6. Location map showing proposed activity on property including existing structures	<input type="checkbox"/>
7. Application Fee	<input type="checkbox"/>

Detailed Application Criteria – Threat Assessment (Part B)

Source water threat identification		
Please fill out the section related to our land use type and identify all applicable activities related to your proposal.		
Residential Property		
i. Is pesticide applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is pesticide stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (ii) provide volume:		
iii. Is road salt applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv. Is road salt stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (iv) provide volume:		
v. Is fuel stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (v) provide volume:		
vi. Are dense non-aqueous phase liquids stored on property? e.g. Paint removers, automobile degreasers, cleaners, adhesives, etc. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vi) provide volume:		
vii. Are organic solvents stored on property? e.g. Acetone, ethanol, toluene, disinfectants (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vii) provide volume:		
Agricultural Property:		
i. Is agricultural source material applied to the property? e.g. Manure (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii. Is agricultural source material stored or handled on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

If yes to (ii) provide volume:			
iii.	Is non-agricultural source material applied to property? e.g. Sewage or paper sludge (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv.	Is non-agricultural source material stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (iv) provide volume:			
v.	Is commercial fertilizer applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
vi.	Is commercial fertilizer stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vi) provide volume:			
vii.	Is pesticide applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
viii.	Is pesticide stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (viii) provide volume:			
ix.	Is fuel stored on the property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (ix) provide volume:			
x.	Are dense non-aqueous phase liquids stored on property? e.g. Cleaning/degreasing solvents, paints, water repellants, pesticides, degreasers for metals, etc. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (x) provide volume:			
xi.	Are organic solvents stored on property? e.g. Acetone, ethanol, toluene. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (xi) provide volume:			
Commercial Property			
i.	Is pesticide applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
ii.	Is pesticide stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (ii) provide volume:			
iii.	Is road salt applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv.	Is road salt stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (iv) provide volume:			
v.	Is fuel stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (v) provide volume:			
vi.	Are dense non-aqueous phase liquids stored on property? e.g. Dry cleaning, cleaning/degreasing solvents, paints, rug cleaning fluids, paint strippers/removers, lacquers, adhesives, oils, waxes, etc. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vi) provide volume:			
vii.	Are organic solvents stored on property? e.g. By-product during addition of chlorine to drinking water and wastewater disinfection. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vii) provide volume:			
Industrial Property			
i.	Is pesticide applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

ii.	Is pesticide stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (ii) provide volume:			
iii.	Is road salt applied to property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
iv.	Is road salt stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (iv) provide volume:			
v.	Is fuel stored on property?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (v) provide volume:			
vi.	Are dense non-aqueous phase liquids stored on property? e.g. Asphalt operations, coal tar processes. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vi) provide volume:			
vii.	Are organic solvents stored on property? e.g. Pulp and paper mills, chemical manufacturing plants and waste incinerators, etc. (See Appendix A)	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes to (vii) provide volume:			

Part B: Supporting Technical Requirements

We will require only the following information identified as "Required" to further define the particular activity(ies) of interest and/or identify appropriate mitigation measures in order to complete our evaluation and render a decision. Information requirements are to be determined by Risk Management Official staff during pre-consultation and/or following submission of Standard Application Criteria (Part A). If supporting technical requirements and/or mitigation measures are not required, the application has been deemed complete and submission of the following items will not be necessary.

	Checklist	KRCA Office Use	
		Required	Submitted
1. Approvals under other legislation (Prescribed Instrument)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Prescribed Instrument Conformity Statement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Detailed work schedule, including proposed timing works, phasing of construction, and equipment and materials needed on site to conduct works	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Risk Management Plan (S. 58)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Description of activity			
• Threat identification and analysis			
• Mitigation measures			
• Schedule for implementation			
5. Risk Assessment (S. 60)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
• Terms of Reference			
• Threat Identification			
• Improvement in Base Information			
• Modelling			
• Vulnerable Area/Threat Assessment			
6. Other _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>