



AMHERSTBURG
ONTARIO, CANADA
EST. 1796

TOWN OF AMHERSTBURG
Economic and Community
Development Department
Planning Services Division
3295 Meloche Road
Amherstburg, Ontario
N9V 2Y8
519-736-5408

APPLICATION FOR SITE ALTERATION PERMIT

THIS APPLICATION IS AUTHORIZED BY BY-LAW NO.2025-033

1. Permit No.: _____ File No.: _____

2. APPLICATION (**CHECK ONE**)

- ☐ 1. Minor Site Alteration (placement, removed, relocation, or movement of fill < 350 cubic metres (m³), not including placement of any volume of (liquid soils);
- ☐ 2. Large Site Alteration (placement, removal, relocation, or movement of fill > 350m³);
- ☐ 3. Large Site Alteration involving > 10,000m³ or placement of liquid soils.

3. Property Location: _____

4. Property Size: _____

5. Name of Property Owner: _____

Address: _____ Phone: _____

City, Province: _____ Cell: _____

Postal Code: _____ Email: _____

6. Name of Agent: _____

Address: _____ Phone: _____

City, Province: _____ Cell: _____

Postal Code: _____ Email: _____

7. Name of Agent: _____

Address: _____ Phone: _____

City, Province: _____ Cell: _____

Postal Code: _____ Email: _____

8. Name of Agent: _____

Address: _____ Phone: _____

City, Province: _____ Cell: _____

Postal Code: _____ Email: _____

9. Work Schedule

Start Date: _____

End Date: _____

10. Describe the proposed work:

11. If applicable, describe the composition of fill being dumped/placed:

12. All source location(s) of fill being dumped/placed, include chemical analyses and permeability test results:

13. Does any part of the site contain a wetland, floodplain, shoreline, top of bank feature and or a regulated area administered by Essex Region Conservation Authority (ERCA)

☐ Yes ☐ No ☐ Don't know

14. Is any part of the site within 120m of provincial significant wetland and identified by the Province of Ontario?

☐ Yes ☐ No ☐ Don't know

15. Does any part of the site contain endangered or threatened species, as administered by the Province of Ontario?

☐ Yes ☐ No ☐ Don't know

16. Application Fee

\$511 Minor Site Alteration

\$1021 Large Site Alteration > 350m³ and < 10, 000m³

\$2041 Large Site Alteration > 10, 000m³ or Placement of liquid soils

17. Cash Deposit **\$5000**

The cash deposit is used to cover the cost of reviewing support documents and oversight of Site Alteration activities by the Town's technical staff, By-law Enforcement Officers, Peer Review Consultant, and other technical experts the Town may retain. The cash deposit must be refreshed when requested by the Director as the application process may stop and/or the permit may be revoked.

OFFICE USE ONLY

- A. Permit fee: _____
- B. Letter of Credit: _____
- C. ERCA Permit No: _____
- D. Planning Approval: _____
- E. Haul Route Approval: _____
- F. Engineering Services Approval: _____
- G. Permit No Issued: _____
- H. Expiry Date: _____

DATE

SIGNATURE OF OWNER/APPLICANT

If an agent is being used, the owner must also complete the following:

I _____ being the registered owner of the subject property hereby authorize to prepare, submit and act on my behalf with respect to this application.

DATE

SIGNATURE OF OWNER/APPLICANT

PERSONAL INFORMATION ON THIS FORM IS COLLECTED UNDER THE AUTHORITY OF THE MUNICIPAL ACT, 2001, S.O. 2001 c.25 AS AMENDED AND WILL BE USED TO PROCESS THE APPLICATION AND ISSUE PERMITS FOR SITE ALTERATION. QUESTIONS ABOUT THIS COLLECTION SHOULD BE DIRECTED TO: MANAGER OF PLANNING SERVICES, 3295 MELOCHE RD. AMHERSTBURG, ON, N9V 2Y8, 519-736-5408 EXT. 2124