

The noted property appears to be entirely regulated under the Conservation Authorities Act due to flood hazards associated with the Oak Street Canal.

Permits will be required for any proposed development on the lot.

Development (1) as pertaining to the *Conservation Authorities Act*:

- a) the construction, reconstruction, erection or placing of a building or structure of any kind,
- b) any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure,
- c) site grading, or
- d) the temporary or permanent placing, dumping or removal of any material, originating on the site or elsewhere.

When proposing an addition or demolishing and re-building within flood hazards and/or erosion hazards the follow minor addition policy will apply:

Minor Addition: (within flood and erosion hazard areas) To be considered a "minor addition," it must meet the following criteria:

- The addition does not increase the number of dwelling units of the existing building or structure.
- The addition does not include a basement, regardless if the existing building or structure has a basement, within flood and erosion hazards.
- Existing residential uses:

a) Ground floor additions: The ground floor addition is 50% or less of the *original habitable ground floor area** to a maximum footprint of 100 square metres, or in the case of multiple additions, all additions combined are equal to or less than 50% of the *original habitable ground floor area** to a maximum footprint of 100 square metres.,

OR

b) An additional storey: The additional storey does not exceed the *original habitable ground floor area**.

- Subsequent requests for additions that will result in the cumulative exceedance of the maximum permitted allowance, as based on the *original ground floor area*, will not be permitted.

*** Please Note: the term “original ground floor area” or “original habitable ground floor area” refers to that ground floor area which existed on November 16, 1990, the date that the Authority’s Regulation 164 R.R.O. 1990 came into force.**

Development or redevelopment on the lot may be limited due to the natural hazard features present. Additional development should be located within an area of least (and acceptable) risk. The proposal would need to be completely reviewed by NVCA staff through the permit process, once an application has been submitted with full payment received. Additional information may be required depending on the proposal, this would be determined through the review of a permit application submission. The cost of any additional information (reports/

studies) that is requested and considered necessary for the NVCA to make a decision is the responsibility of the applicant.

When someone is deciding on the purchase of a property, staff often suggests they submit an application as the “applicant/agent” with the current owner’s consent. The current owner must sign the application and authorization letter, and if approved the permit would be granted to the new owner after ownership is transferred. This will give the opportunity for staff to provide comments before the applicant decides on purchasing the property. The fee associated is still required, but will become full payment for the permit if granted.

When looking to submit an application the following information would be required:

- “ **Application** (see attached)
- “ **Payment** (\$500.00; payment can be made over the phone by calling our front staff at 705-424-1479 with credit card, in person, or cheque by mail);
- “ **Location Map** (showing nearest intersection)
- “ **Site Plan Drawing**- show existing and proposed works; property boundaries; street name(s); north arrow; and features of the site such as buildings and structures, tree lines, streams, wetlands, wet areas, springs, ditches, culverts, and elevation contours (existing and proposed grades). Include measurements and dimensions with consistent units (meters or feet). Show how much vegetation or tree cover is to be removed and where fill is to be located.
- “ **Digital Photo(s)** of the proposed work location (taken with a phone or camera)
- “ **Zoning Certificate/Approval** from local municipality
- “ **Niagara Escarpment Commission (NEC)** Notice of Decision (if applicable)
- “ **Authorization Form (if applicant/agent is not the owner, see page 6)**

Additionally, if not already initiated I would encourage you to consult with the Town of Collingwood Planning and Building department staff to determine setback and zoning restrictions which may apply to the parcel and to receive zoning approval of your proposal.

NVCA requires additional information in order to complete our review and additional comments may be provided in the future once we have received a complete *Application for Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit*.

Kind regards,

Julie Prentice | Regulations Assistant

Nottawasaga Valley Conservation Authority

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