



Property Inquiry Application

For prohibited activities, exemptions and permits (*Conservation Authorities Act – Ontario Regulation 41/24*)

Applicant Information

Applicant/Inquirer's Name: _____

Address: _____

Telephone: _____ Fax: _____

Email: _____

Property Owner's Name (if different from applicant): _____

Location of Subject Property

Municipality: _____ Lot: _____

Concession: _____ Registered Plan: _____

Municipal Address: _____

Tax Assessment No. (Roll No.): _____

Is the owner of the property aware of this inquiry? Yes No

Is this inquiry the subject of an offer to purchase? Yes No

Activities Proposed

Construction – *Describe type of structure:*

Filling or Grading – *Describe purpose of filling/grading, including depth, type & material source:*

Alteration to a Watercourse – *Describe type of alteration (culvert/shore protection):*

Other – Describe type of work or general inquiry:

Please include a copy of any survey of the property or a detailed sketch of the lot and a site plan to provide details of the work you are proposing. Include dimensions of the proposed building/addition, as well as setback distances to any natural feature or road. Further information may be required in order to process this file.

Response Format

Type of response required: Email Fax Mail

Please note: Normal review time is based on workload; typically within 2 weeks of receipt of an application.

I, _____ declare that the information provided above is accurate to the best of my knowledge. By signing this application, I agree to allow LPRCA staff to enter onto the subject property as part of the review process, except if this is an inquiry for an offer to purchase.

Date

Owner or Inquirer

Please note: This inquiry **does not** constitute an application for permit under section 28 of the *Conservation Authorities Act*. Information you provide on this form is collected by LPRCA in accordance with the *Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)*.

Processing Fee

Processing Fee for Inquiry – \$260.00 (*applicable taxes included*)

This fee is payable at the time the inquiry is submitted to the office.