



**SEDIMENT AND EROSION CONTROL  
PERMIT APPLICATION  
By-Law 38-2021**

PLANNING &  
DEVELOPMENT SERVICES

OFFICE USE ONLY		
Application Date		Application Number
Year/Month/Day		
Issuance Date	Expiry Date	365 Days

**New Application**  **Extension**

Project Location and Description			
Address	Lot No.	Plan No.	Site Area (ha)
Work Description			
Fee	Perimeter Length (m)	Letter of Credit Amount	

Owner Information			
Last Name	First Name	Phone No.	
Street Name and No.	Apt./Unit No.	Fax No.	
City/Town	Province	Postal Code	<input type="checkbox"/> Mobile <input type="checkbox"/> Pager
E-mail Address			

Engineer/Contractor Information			
Last Name	First Name	Phone No.	
Street Name and No.	Apt./Unit No.	Fax No.	
City/Town	Province	Postal Code	<input type="checkbox"/> Mobile <input type="checkbox"/> Pager
E-mail Address			

Applicant's Information			
Last Name	First Name	Phone No.	
Street Name and No.	Apt./Unit No.	Fax No.	
City/Town	Province	Postal Code	<input type="checkbox"/> Mobile <input type="checkbox"/> Pager
E-mail Address			





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**AUTHORIZATION FORM**

**Municipal Address:** \_\_\_\_\_

**Legal Description:** \_\_\_\_\_

**Permit Application No.:** \_\_\_\_\_

This document shall serve to notify the Town of Ajax that I am/we are the legal owner(s) of the property described above and do authorize the person indicated below ("Authorized Agent") to act on my/our behalf on all matters pertaining to the Building Permit Application and authorize the Authorized Agent to sign all related documents on my/our behalf

**Name of Property Owner(s):** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_

**Signature of Property Owner(s):** \_\_\_\_\_

**Signature of Property Owner(s):** \_\_\_\_\_

**Name of Authorized Agent:** \_\_\_\_\_

**Company Name:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**E-mail:** \_\_\_\_\_

**Telephone** \_\_\_\_\_

**Signature of Authorized Agent:** \_\_\_\_\_

*Note: All registered owners of the property shall sign this Authorization Form. Use additional sheets if necessary. A new Authorization Form shall be submitted to the Town if ownership of the property changes prior to issuance of the Sediment and Erosion Control Permit or before final approval is granted.*

"Personal information contained on this form is collected under the authority of the Municipal Act. Questions about this collection of personal information should be directed to the Records Management/FOI Co-ordinator, 65 Harwood Avenue South, Ajax, Ontario, L1S 2H9 (905) 619-2529, Ext 3343".



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**Sediment and Erosion Control Permit Application Checklist**

- Site Plan showing all proposed sediment and erosion control locations and all necessary grading information.
- Standard details and mud mat location.
- Authorization Form, if required.
- Fee: As per Schedule D of the Town of Ajax General Fees and Charges By-Law. To be provided by certified cheque.
- Copy of estimated cost of on-site sediment control measures.
- Letter of Credit or certified cheque to cover 100% of the estimated cost of onsite control measures.
- Letter of Credit or certified cheque for Mud/Right of Way Deposit (\$20,000.00 for subdivision or condominium development).
- Confirmation that appropriate archeological studies have been completed on the site and clearance from the Ministry of Culture.
- All erosion and sediment control devices shall be maintained throughout the construction period and to the completion of restoration.
- Draft Plan of Subdivision approved (Draft Approved or Registered).
- Clearance required from Town of Ajax, Planning Services.
- Toronto Regional Conservation Authority or Central Lake Ontario Conservation Authority Permit, if required.
- Approved Tree Preservation Plan and Arborist Report, if required.
- Letter of Credit or certified cheque to cover 100% of the estimated cost for Tree Preservation measures.
- Region of Durham clearance, if required.
- All other information including a report describing special site conditions (example: Site Remediation), if required by the Town of Ajax.
- Environmental Insurance adding the Town of Ajax as additional insured.
- General Liability Insurance adding the Town of Ajax as additional insured.
- Site Inspection Clearance Certificate (certificate issued by an Ontario Licensed Exterminator).

***Checklist to be completed and submitted with Sediment and Erosion Control Permit Application.***