



TOWN OF FORT ERIE

APPLICATION FOR ENVIRONMENTAL CONSERVATION OVERLAY REMOVAL

Planning and Development Services
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**Planning, Building, and By-law Services
The Corporation of the Town of Fort Erie
Municipal Centre
1 Municipal Centre Drive
Fort Erie, Ontario L2A 2S6**

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Reviewed for completeness by:

BACKGROUND

The Environmental Conservation (EC) Overlay identifies areas within the Town that have been mapped as environmentally significant due to the presence of natural features or environmental constraints.

Development within areas identified by the EC Overlay is restricted and may not proceed unless the overlay is reviewed and, where appropriate, removed through the Town's review process.

Applicants may submit a request to the Planning, Building, and By-law Services to have the EC Overlay removed from their property. All requests are reviewed by the Town's Environmental Planning team to determine whether the overlay can be removed, whether it should remain in place, or whether additional technical studies, such as an Environmental Impact Study, are required to better understand the environmental features on the subject lands and assess potential impacts of the proposed development.

If an applicant is not satisfied with the decision of the Environmental Planning team, they may request that the matter be brought forward to Town Council for reconsideration.

Please note: There is no application fee to request the removal of an Environmental Conservation (EC) Overlay from a property.

Step 1 – Initial Consultation

Applicants are required to arrange a telephone consultation with the Town's Environmental Planning staff to discuss their proposal. To schedule a consultation, please call the Town's main line at **905-871-1600, ext. 2536**. This extension will connect you directly with Environmental Planning staff.

Following this discussion, staff will determine whether the request is considered minor or whether additional technical studies will be required.

Required for All Applications

The following information is required for all EC Overlay removal requests:

- One (1) completed application form.
- A completed Site Access Permission Form (attached to the application package).
- A sketch, drawn in metric units, prepared by a Certified Engineering Technologist (C.E.T.), Certified Technician (C.Tech.), or equivalent qualified professional.

Option 1A – Minor Applications

If staff determine that the request is minor in nature and no additional studies are required, the following information must be submitted:

- One (1) completed application form.
- A sketch (drawn in metric units) showing:
 1. The boundaries and dimensions of the subject property.
 2. The location, size, and type of all existing and proposed buildings and structures, including setbacks from the front, rear, and side lot lines.

3. The approximate location of all natural features on or adjacent to the property (e.g., watercourses, river or stream banks, wetlands, and wooded areas). This information is available through Geopedia. Alternatively, applicants may request the information from the Town's Environmental Planning staff.
4. The portion of the EC Overlay proposed to be removed.

Option 1B – Applications Requiring Further Review

If staff determine that additional review is required, the applicant will be asked to schedule an intake meeting to discuss the application, submission requirements, and next steps.

Depending on the proposal and site conditions, the following may be required:

- ☐ Retain a qualified Professional Planner to coordinate the application and act as the primary point of contact throughout the review process.
- ☐ Submit a Terms of Reference for an Environmental Impact Study (EIS), prepared by a qualified ecologist or biologist. This may require environmental feature delineation with Town Environmental Planning staff and, where applicable, the local Conservation Authority.
- ☐ Submit an Environmental Impact Study prepared by a qualified ecologist or biologist.
- ☐ Submit a Water Balance Study prepared by a qualified hydrogeologist.
- ☐ Submit an Arborist Report and Tree Inventory prepared by an ISA Certified Arborist.
- ☐ Submit a Landscape Plan or Replanting Plan prepared by an OALA landscape architect in good standing or a qualified ecologist.

Please note that this is not a comprehensive list. Additional information or studies may be required based on the recommendations of the Environmental Impact Study, applicable planning policies, or Environmental Planning staff. These requirements may include, but are not limited to:

- Invasive species management plans.
- Erosion and sediment control measures.
- Ecological restoration plans.
- Lighting plans/photometric plans.
- Snow storage plans.
- Geotechnical Study
- Stormwater Management Study
- Other supporting technical information, as required.

Important: Submission of the required studies does not guarantee approval of an EC Overlay removal request. Technical studies may identify additional environmental constraints, such as Species at Risk habitat or environmental features that extend beyond the mapped EC Overlay, which could limit or prevent development on the property.

SECTION ONE

Contact Information:

Name of Applicant: _____

Address: _____

Town/City: _____

Postal/Zip Code: _____

Telephone No.: _____ Fax No.: _____

Email: _____

Name of Owner(s) (if different from the applicant): _____

Address: _____

Town/City: _____

Postal/Zip Code: _____

Telephone No.: _____ Fax No.: _____

Email: _____

Name of Person who is to be contacted about the application if different than the applicant (This may be a person or firm acting on behalf of the applicant): _____

Address: _____

Town/City: _____

Postal/Zip Code: _____

Telephone No.: _____ Fax No.: _____

Email: _____

SECTION TWO

Property Information:

Property Location and Description: _____

Municipal Address: _____

Exact Overlay Removal area: _____

Legal description of the lands (Lot & Registered Plan or Concession): _____

SECTION THREE

Existing Property Details: _____

Present use of the land: _____

Description of proposed future land use: _____

Reasoning of Environmental Conservation Overlay Removal: _____

Site Access Certificate:
(to be signed by Owner)

I, _____, the owner of the above-noted lands hereby
grant The Town of Fort Erie staff and/or Members of a Town Committee to enter the subject site
(_____) to review the request for Environmental Overlay Removal.

Proceeding will not commence until this is provided.

Signature of Owner: _____

Please print name: _____

Date: _____