



**SCHEDULE A  
SHORELINE PERMIT APPLICATION**

**Pursuant to By-Law No. 4169**

**County of Haliburton  
Administration Office  
P.O. Box 399, Minden ON  
K0M 2K0**

**Phone: (705) 286 1333  
Fax : (705) 286 4829**

A by-law to regulate the alteration of the shorelines within Haliburton County

<input type="checkbox"/> Site Alteration Permit Fee	\$105	<input type="checkbox"/> Site Alteration Works without Permit Fee	\$525
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(PLEASE PRINT CLEARLY)

Registered Property Owner:	Telephone:
Mailing Address:	Email:

Agent:	Telephone:
Mailing Address:	Email:

Person in charge of shoreline alteration (e.g. Contractor / landscaper if different from property owner)

Name:	Telephone:
Address:	Email:

Legal Description of Site Alteration Property:

Lot:	Concession:	Geographic Township	Roll No.	Address
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Shoreline Permit Type	Shoreline Permit Purpose	
<input type="checkbox"/> Site Alteration	<input type="checkbox"/> adding or removing fill greater than 0.3 metres/1 foot in depth	<input type="checkbox"/> creating a new or expanding an existing deck, patio or hard surface landscaped area
<input type="checkbox"/> Tree Removal	<input type="checkbox"/> adding or removing a retaining wall greater than 1 metre/39" in height	<input type="checkbox"/> creating a new or expanding existing beach
<input type="checkbox"/> Both	<input type="checkbox"/> removing more than 25% of trees in the shoreline area (Residential only)	<input type="checkbox"/> installing a pathway or driveway greater than 5.0 metres in width
	<input type="checkbox"/> removing more than 30% of trees in the shoreline area (Commercial only)	<input type="checkbox"/> enlarging, expanding and/or deepening a foundation or altering grade by blasting



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Attach a shoreline plan that illustrates where the site alteration project and where is located. Include the following:

- Key map showing the location, municipal address, legal description, a legend, north arrow and scale;
- The boundary/dimensions of the site and location of any easements or rights of way if any;
- The approximate topography of the site and within 30 metres of the site;
- The location of natural features, existing structures and drainage on and within 30 metres of the site; and,
- The approximate location of any body of water and high-water mark.
- Location of proposed landscape features and/or site alterations in reference to High Water Mark
- A side profile indicating depth of fill and materials used, if adding or removing fill

Use well known land marks, road names, etc. when explaining the property location.

Expected Start Date:

Expected End Date:



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Provide a Brief Descriptive Overview of the site alteration project:

[Empty box for providing a brief descriptive overview of the site alteration project.]

I agree that the site alteration operations will be conducted in accordance with the County of Haliburton Shoreline Preservation By-law or any order issued under it and that I am familiar with the contents and requirements of that by-law and acknowledge having received a copy thereof. In signing this Notice, I am acting with the full authority and permission of the property owner on his/her behalf.

\_\_\_\_\_  
Signature of Registered Owner      Date

\_\_\_\_\_  
Signature of Agent      Date

\_\_\_\_\_  
Signature of Contractor / Landscaper      Date


Municipal Use Only

[Empty box for Municipal Use Only]

Municipal Use Only

Shoreline Permits will be valid to a maximum of 18 months from the date of issue. Extension requests must be submitted three (3) months prior to the expiry date of the shoreline permit. An extension may be granted for an extension of a shoreline permit for up to but no more than one (1) additional year.

THIS DOCUMENT IS DEEMED TO BE A PUBLIC DOCUMENT IN ACCORDANCE WITH THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT, R.S.O. 1990

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**Short List of Common Shoreline Alteration Activities that are exempt for requiring a Permit.  
(Note: The exemptions below do not apply to municipally owned shore road allowances)**

- Construction activities pursuant to a building permit issued under the Building Code Act;
- Use, operation, installation, alteration, enlargement, extension or maintenance of septic system;
- Minor landscaping which includes yard maintenance activities, the installation of a walkway or pathways, flowerbeds, retaining walls less than 1 metre in height, and similar landscaping features and activities where the landscaping does not alter the grade or topography of the land more than 0.3 metres and shall not increase the flow or the rate of flow of surface water to adjacent land or adjacent body of water. **Note: This does not include the planting or creation of a new lawn;**
- Maintenance or replacement of existing pathways and driveways that do not exceed 5 metres in width and existing beaches. **Note: This does not include the enlargement of an existing beach or creation of a new beach;**
- Removal of up to 25% of nature vegetation (including trees) on residential properties, 30% on commercial properties and 50% for marinas;
- Emergency work means any work required where the likelihood of tree failure is imminent and a tree or part of a tree poses a risk in which there is a threat to public health and safety or property;
- Activities associated with a condition of approval for a site plan, a plan of subdivision or consent;
- Activities associated with good arboricultural practices, forestry practices and activities pursuant to a permit via the County Forestry By-law and/or a license via the Crown Forest Sustainability Act;
- Activities associated with a licensed pit or quarry or a permitted wayside pit or wayside quarry;
- Placing or dumping of fill, removal of topsoil or alteration of the grade of land undertaken as an incidental part of drain construction under the Drainage Act or the Tile Drainage Act;
- Activities associated with a public electrical utility as defined in section 2 of the Electricity Act;
- Activities by the County or a lower tier municipality; or a local board of a municipality, provided the intent of this By-law is maintained;