

Municipality of Clarington

Site Alteration for Agricultural Applications

Introduction

This document is intended to assist property owners and contractors in understanding the typical expectations associated with agricultural site alteration activities.

While the guidelines outlined here reflect common municipal standards and procedures, following them is not a guarantee that a permit will be approved. The Municipality reserves the right to request additional documentation, technical studies, or other supporting materials based on the specific nature and scope of the proposed work.

This ensures that each project is reviewed appropriately and in alignment with municipal objectives and complies with the current site alteration bylaw.

Compliance with these general requirements promotes responsible land development, reduces potential impacts on neighboring properties, and helps prevent unnecessary delays in the approval process.

For further information or assistance regarding agricultural site alteration requirements, or any details contained within this document, please contact the Municipality's Planning and Infrastructure Services Department at:

Email: Planning@Clarington.net

Municipality of Clarington
Planning and Infrastructure Services Department
40 Temperance Street
Bowmanville, Ontario
L1C 3A6

Useful Links

Ontario Regulation 406/19	O. Reg. 406/19 ON-SITE AND EXCESS SOIL MANAGEMENT ontario.ca
Excess Soil Registry	Excess Soil Registry - RPRA

Site Registration

REQUIREMENT	DESCRIPTION
Registration of Excess Soil	<p>Receiving sites accepting over 10,000 cubic metres of material must register online with the Excess Soils Registry. Additionally, a notice must be filed for soil leaving a project area, if any one of the following applies (unless otherwise exempt):</p> <ol style="list-style-type: none">1. Greater than 2,000 cubic metres of excess soil is being removed from a project area used for commercial or community property uses, including roadways.2. Any amount of soil is being removed from a project area that is or was used as an enhanced investigation project area (i.e., an industrial use, a garage, a gas station, or a dry-cleaning operation)3. The project area is being remediated by excavating and removing contaminated soil, including for the purposes of filing a Record of Site Condition (RSC) <p>More information can be found using the provided link: Excess Soil Registry - RPRA</p>

Soils Management Plan Requirements

REQUIREMENT	DESCRIPTION
Document Provided	A written document that includes the following details (A digital format such as PDF is acceptable)
Document Contents	<ol style="list-style-type: none">1. A detailed description of the scope of work (related specifically to site alteration), including quantity of material to be imported/exported, source/destination location, and approximate depth of fill to be placed if imported. Permits will not be approved without the source and destination site locations.2. Truck and material tracking that complies with Section 5 of O.reg 406 / 19.3. Detailed schedule including date and time of hauling. Crews must comply with the Clarington noise By Law 2007-071. No equipment is permitted to be running/operating within the site outside of the permitted times.4. Name and contact of the contractor on-site and hauling company.5. Proposed haul route.6. Erosion and sediment control notes specifically related to site alteration. This may include but is not limited to silt fence layout, mud mat, road cleaning provisions, etc.7. Qualified Person Declaration (to be included in the soils management plan) <p>The Declaration must outline the following:</p> <ul style="list-style-type: none">• That the project leader or operator of the project area have provided the qualified person or an individual supervised by the qualified person with all necessary information and access to the project area and authorized the qualified person or an individual supervised by the qualified person to make any inquiries of the project leader and operator's employees and agents, for the purpose of assisting the

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	<p>qualified person in preparing or overseeing the preparation of the documents.</p> <ul style="list-style-type: none">• That the qualified person has prepared or overseen the preparation of the documents.• That the documents are complete and accurate and meet the requirements of the regulation and these Soil Rules to the best of the qualified person's knowledge.
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Grading Plan Requirements

REQUIREMENT	DESCRIPTION
Document Provided	A written document that includes the following details (A digital format such as PDF is acceptable)
Document Contents	<p>A Grading Plan demonstrating the existing and proposed grades and elevations is required. The plan must include the boundary of the affected area, property limits, address, key map, and north arrow.</p> <p>If material is imported, the grading plan must demonstrate the imported material is required to support growth of crops. (identify low areas / areas with unsuitable soils)</p> <p>Proposed grades must be between 2% - 5%.</p> <p>Any grades required to exceed 5% due to any constraints, must be replaced with a 3:1 slope.</p> <p>The Grading Plan must also show that no neighbouring properties will be adversely affected by the proposed grades.</p>

Dust Mitigation Plan Requirements

REQUIREMENT	DESCRIPTION
Document Provided	A written document that includes the following details (A digital format such as PDF is acceptable)
Document Contents	<p>The Dust Management Plan must highlight sources of excessive dust and mud, considering generation of dust, sensitive areas, and traffic impacts. It must include at least one preventative measure for each identified source, subject to municipal approval. Additional preventative measures may be required for high-risk sources at the Municipality's discretion.</p>

	The plan must also include procedures to prevent mud from spreading onto external roads, with control strategies tailored to source type, nearby sensitive areas, and road conditions.
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Erosion and Sediments Control Plan Requirements

REQUIREMENT	DESCRIPTION
Document Provided	A document that includes the following details (A digital format such as PDF is acceptable)
Document Contents	An Erosion and Sediment Control drawing specific to the site alteration phase will be required. The drawing must show the location of all proposed ESC measures and detail views of each feature. This may include, but is not limited to: Silt Fence, Mud mat, Check dams, Swales, etc...

Soils Analysis Requirements

REQUIREMENT	DESCRIPTION
Document Provided	A written document that includes the following details (A digital format such as PDF is acceptable)
Document Contents	A soil analysis that includes a statement from a Qualified Person confirming the material is permitted to be used at the source and/or destination site in accordance with O.Reg 406/19 will be required.

Conservation Authority Approval

REQUIREMENT	DESCRIPTION
When Required	When work is proposed within a regulated area, approval from the governing conservation authority is required before site alteration permit approval
Document Provided	A copy of the approved permit as issued by appropriate conservation authority agency. (A digital format such as PDF is acceptable)

Regional Access Permit

REQUIREMENT	DESCRIPTION
When Required	If the site access is on a regional road, an approved Access Permit from the Regional Municipality of Durham will be required before Site Alteration approval.
Document Provided	A copy of the approved permit as issued by the Regional Municipality of Durham (A digital format such as PDF is acceptable)

Site Alteration Permit Fees

REQUIREMENT	DESCRIPTION
Security deposit	Payment of the Security Deposit must be delivered to Town Hall at 40 Temperance Street in the form of a certified cheque in the amount of \$1,000.00 payable to the Municipality of Clarington.
Permit Fees	Permit fees are determined as per the User Fee By-law. See link below. 2024 User Fee By-law Update

Cost Estimates and Security Deposits

REQUIREMENT	DESCRIPTION
Document Provided	A written document that includes the following details (A digital format such as PDF is acceptable)
Document Contents	A complete works estimate, including all road cleaning, and erosion and sediment control measures, will be required. Once approved, a security deposit at 100% of the estimate will be required in addition to the road damage security deposit, which is determined through the haul route. Please note, a 10% Contingency and 5% Administration fee are to be added to the subtotal, then 13% HST must be applied to determine the net total.
Security Deposit	Security deposit is dependant on the haul route and approved estimate. Payment of Security deposit must be delivered to Town Hall at 40 Temperance Street in the form of a certified cheque or letter of credit.