

**RETAIN COMPLETED FORM - DO NOT SEND TO THE MINISTRY**

**Part 1 - Environmental Compliance Approval Number**

*(Insert the Environmental Compliance Approval number authorizing the alteration of Storm Sewers, Ditches or Culverts)*

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**Part 2 - Description of storm sewer/ditch/culvert alteration (Use attachments if required)**

The description shall include:

- 1) A brief description above of the undertaking (e.g. street name(s); subdivision name; project name); and
- 2) An attachment including plan and profile drawings identifying at a minimum:
  - a) location(s) of the undertaking (e.g. showing street names, easements, discharge points, slope, etc.); and
  - b) nominal diameter of the sewer/culvert(s), associated with the alteration.

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**Part 3 - Verification by Licensed Engineering Practitioner**

I hereby verify that I am a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario and the design of the storm sewer/ditch/culvert alteration:

- 1) Has been prepared by a Licensed Engineering Practitioner who is licensed to practice in the Province of Ontario;
- 2) Has been documented in a design report and any other applicable design forms;
- 3) Has been designed only to collect and transit stormwater, and not designed to collect or treat any sanitary sewage, nor designed to collect, store, treat, control, or manage groundwater, unless for the purpose of foundation drains, road subdrains, or LIDs;
- 4) Satisfies the design criteria set out in the Ministry's publication "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documented the reasons for this opinion;
- 5) Satisfies the standards as set in Ontario Provincial Standard Specifications and Ontario Provincial Standard Drawings, as applicable to ditches and culverts;
- 6) Is consistent with, or otherwise addresses, the design objectives, as applicable, contained within the Ministry of the Environment, Conservation and Parks publication "Design Guidelines for Sewage Works, 2008", as amended;
- 7) Has been planned, designed and built to be consistent with the Ministry's publication "Stormwater Management Planning and Design Guidance Manual, 2003", as amended;
- 8) Does not increase stormwater flow of an existing storm sewer, unless the existing downstream municipal SWM system has sufficient residual conveyance and treatment capacity to accommodate the additional stormwater, and have documented the reasons for this opinion; and
- 9) Does not increase local hydraulic capacity of an existing storm sewer or ditch to accommodate new stormwater flows unless the existing downstream municipal SWM system has sufficient residual hydraulic capacity to accommodate the additional stormwater, and have documented the reasons for this opinion.

Name (Print)	PEO Licence Number
Signature	Date (yyyy/mm/dd)

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**Part 4 - Verification by Owner**

I hereby verify that:

- 1) Alteration of the stormwater system's storm sewers/ditches/culverts, and/or appurtenances will not result in:
  - a) Adverse effects; or
  - b) A deterioration on the approved quantity of downstream stormwater management facilities which results in not being able to achieve the overall stormwater performance criteria per Appendix A of the ECA identified in Part 1 of this form.
- 2) The storm sewer, ditch or culvert alteration will not adversely affect the municipal stormwater management (SWM) system's ability to maintain a gravity flow without overflowing or increasing surcharging any maintenance holes as per design, or provide smooth flow transition to existing gravity storm sewers.
- 3) The alteration does not establish or alter any outlets that discharge to land not owned by the Owner without the expressed written consent of the owner(s) of such private land(s) that the works will discharge to;
- 4) An assessment of the proposed works has been completed to determine if the works pose a Significant Drinking Water Threat. The proposed works do not pose any threats to sources of drinking water or design includes features that mitigate the threat to sources of drinking water, such as those included in: Ministry's Standard Operating Policy for Sewage Works, as amended from time to time; and Source Protection Plan policies pertaining to the works;
- 5) The proposed works are wholly located within the municipal boundary over which the owner has jurisdiction except where there is an agreement existed between municipalities;
- 6) The owner consents to the storm sewer/ditch/culvert alteration;
- 7) The owner has consulted with the local Conservation Authority and obtained necessary clearance, as required;
- 8) Any works that establish new or increase discharges to a municipal drain have obtained written approval by the Owner and a signed engineer's drainage report, in accordance with the Drainage Act; and
- 9) I am an authorized representative of the owner to complete this verification.

Name of Owner (Print)	Name of Owner Representative (Print)	
Signature		Date (yyyy/mm/dd)

**Part 5 - Post Construction Verification by Owner for Inspection and Testing**

I hereby verify that:

- 1) The storm sewer alteration has complied with inspection and testing requirements set out in the Ministry of the Environment, Conservation and Parks publication "Design Criteria for Sanitary Sewers, Storm Sewers and Forcemains for Alterations Authorized under Environmental Compliance Approval", as amended, and have documentation of the inspection and testing results.

Name of Owner (Print)	Name of Owner Representative (Print)	
Signature		Date (yyyy/mm/dd)

Note: Parts 1 to 4 above shall be completed before construction.  
Part 5 is to be completed after the inspection and testing have been undertaken.