



SITE ALTERATION PERMIT

Planning and Economic Development Department
Growth Management Division
71 Main Street West, 6th Floor
Hamilton, Ontario, L8P 4Y5
Email: gmlotgrading@hamilton.ca

REQUIRED 1 electronic copy of a Control Plan (certified by a qualified person, as per Section 15 of By-Law 19-286)

INFORMATION Application Fee - Residential \$1155.00 (Minor Permit)

- Non-Residential \$3540.00 (Major Permit)

- As a result of an Order - 2x the amount otherwise payable fee

Written approval from Conservation Authority (if applicable)

Owner's authorization if the applicant is not the owner

Security Deposit as per Schedule "B" of By-Law 19-286

For Rural Agriculture Zoned properties Section 15(4) of By-Law 19-286 must be addressed

Copy of Order to Comply (if applicable)

Site Alteration Application and Check List

Detailed description of all proposed works and itemized cost estimates

Supporting Documentation for all Agricultural Permit Applications where more than 500 cubic meters of soil is being imported:

Control Plan (Refer to By-Law 19-286, Section 15 (1) titled General Application Requirements)

Agronomist Report (Agricultural – providing justification for the Site Alteration)

Soil/Fill Management Plan (On -Site and Excess Soil Management)

Environmental Soil Testing Plan (On-Site and Excess Soil Management)

Traffic and Transportation Management Plan

Archaeological Report by an archaeologist licensed by Ontario Ministry of Tourism and Culture (if required)

Estimated cost to supply, install and maintain site control measures and stabilize the site

PLEASE PRINT CLEARLY

PROJECT INFORMATION	LOCATION	LEGAL DESCRIPTION (LOT, PLAN, ETC.)	
	DESCRIPTION OF PROPOSED WORKS		
	DESCRIPTION OF COMPOSITION AND ORIGIN OF FILL TO BE DUMPED		
	CONSTRUCTION PERIOD - START DATE	CONSTRUCTION PERIOD - END DATE	
OWNER	NAME	PHONE NUMBER(S)	EMAIL
	ADDRESS	CITY	POSTAL CODE
CONSULTING ENGINEER	NAME	PHONE NUMBER(S)	EMAIL
	ADDRESS	CITY	POSTAL CODE
CONTRACTOR	NAME	PHONE NUMBER(S)	EMAIL
	ADDRESS	CITY	POSTAL CODE
APPLICANT	NAME	PHONE NUMBER(S)	EMAIL
	ADDRESS	CITY	POSTAL CODE

1. Does any part of the site contain a watercourse? No Yes (If yes, please answer question 2)

2. Does a Conservation Authority regulate it? No Yes If yes, please indicate the relevant authority below:

Halton Grand River Hamilton Niagara Peninsula Unknown

When permit is ready:

Phone for pickup

Mail

Email

Permit Pick-up By:

Owner

Contractor

Applicant

Engineer

If the applicant is not the owner of the land that is subject to this application, written authorization must be completed by the owner (that the applicant is authorized to make the application).

I, _____ of the City/Town of _____ solemnly declare that

OWNER / AUTHORIZED AGENT of the above-named property with personal knowledge of the above-stated particulars. All the information and statements given on this application form are to the best of my knowledge and belief.

Signature of Applicant: _____

Date: _____

We/I _____, the registered owner/owners of _____ Municipal Address (or legal description), hereby authorize _____ to act as agent for the Site Alteration Permit application which relates to the above-noted subject lands. I grant employees of the City of Hamilton permission to enter the subject land to inspect the proposed work which this permit applies to.

Signature of Owner: _____

Date: _____

I agree to indemnify and save harmless the City of Hamilton of any and all liability which may arise in the event that any fill contains contaminants of concern within the meaning of the Environmental Protection Act of the site alteration causes damage to adjacent properties.

Personal information on this form is collected under the authority of the Municipal Act.

REVISED January 2nd, 2026