

Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval

**Municipal Sewage Collection Systems &
Municipal Stormwater Management Systems**

DRAFT FOR INFORMATION PURPOSES

Environmental Permissions Branch
Ministry of the Environment, Conservation and Parks

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Cette publication hautement spécialisée Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval (Municipal Sewage Collection Systems & Municipal Stormwater Management Systems) n'est disponible qu'en anglais conformément au Règlement 671/92, selon lequel il n'est pas obligatoire de la traduire en vertu de la Loi sur les services en français. Pour obtenir des renseignements en français, veuillez communiquer avec le ministère Ministère de l'Environnement, de la Protection de la nature et des Parcs au 1-800-461-6290 ou par courriel à enviopermissions@ontario.ca.

Note:

This draft is provided for information purposes. An updated version with fill-able forms and templates will be circulated to owners and operating authorities and owners of municipal sewage collection systems and municipal stormwater management systems.

Copies of this guide can be obtained from:

Client Services and Permissions Branch
E-mail: enviopermissions@ontario.ca

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Introduction

Purpose

This document provides guidance on the information required to be submitted with an application for an application for:

- the first consolidated linear infrastructure environmental compliance approval for a **municipal sewage collection system**
- the first consolidated linear infrastructure environmental compliance approval for a **municipal stormwater management system**

Applicants should be aware that, in addition to the approvals and permits required by the Ministry of the Environment, Conservation and Parks (the Ministry), other Ontario ministries and other levels of government (e.g., federal or municipal) may have approval or permit requirements. It must be emphasized that approval under one Act does not abrogate the requirement to obtain approval under other Acts or any other legislation.

The information in this guide is of a general nature. It is the Applicant's responsibility to be aware of and to understand all legal requirements of applicable legislation and Ministry guidelines, procedures and standards.

Foreword

A Consolidated Linear Infrastructure Environmental Compliance Approval (ECA) is a single permission that will replace the numerous pipe-by-pipe ECAs that are currently issued for components of a municipal sewage collection system and municipal stormwater management system.

In the context of the Consolidated Linear Infrastructure ECA, a "system" means:

Municipal sewage collection system - all connected sewage collection works with a common owner, including pumping stations and pipes.

Municipal stormwater management system - all connected stormwater management works with a common owner, including pipes, stormwater management facilities, and Low Impact Development.

A separate Consolidated Linear Infrastructure ECA will be issued for each system. This ECA will pre-authorize municipalities and prescribed persons (e.g., developers) to make future specified alterations in accordance with the conditions in the ECA. Property developers will no longer require a separate approval and will be able to undertake construction under the authority of the municipality's approval.

While the Consolidated Linear Infrastructure ECA will not expire, it will include a renewal date that requires the owner to apply to renew the ECA at regular intervals (on a 5-year cycle).

This guidance document provides a general overview of the application requirements, application process and structure of the Consolidated Linear Infrastructure ECA. If you have any questions that are not answered within this guide, please contact the Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by e-mail at enviopermissions@ontario.ca.

Submission Deadline

You will receive a notice from the Ministry that outlines specific application requirements and imposes a deadline for submission of your application. If you have any questions about the application process that are not addressed within this guide, or concerns about your application deadline, please contact the Ministry at:

Email: enviopermissions@ontario.ca

Phone: 416-314-8001

Toll Free: 1-800-461-6290

It's important to note that, unless an extension is granted you are required to submit an application on or before the date indicated in the notice.

Files and Templates

How to Access Files

All of the forms, templates and examples referenced in this guide are embedded within this PDF file.

If you are using Adobe Acrobat to view this file, the documents should be accessible through the “attachments” tab on the left hand side of your screen. This tab should appear by default when you open this guidance document.

If you have closed the tab or it did not appear when you open this guidance document, you should be able to open the tab by clicking on the paperclip icon that appears near the top left of your screen.



If you have difficulty accessing these files, or require a copy in an alternate format, please contact the Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by e-mail at enviopermissions@ontario.ca.

Application Submission & Decision

How to Submit your Application

All applications should be submitted electronically to the Ministry using the methods described below. Failure to submit your application using one of these methods may result in delays to your application.

E-mail

Applications and supporting information can be emailed directly to ECA.Submission@ontario.ca. If the total size of your files exceeds 10MB, consider using one of the other methods described below.

FTP / File Sharing Service

Applications may be uploaded to an FTP site or third-party file sharing service. If you elect to use this option, you should send an email to ECA.Submission@ontario.ca with instructions on how to retrieve the files. Please note that the ministry is not responsible for the privacy or protection of information submitted to a third-party file sharing service.

Ontario Public Service Attachmail Service

A secure service is available for you to submit large-sized files to the ministry. If you would like to use this service to submit your application, please send an email to ECA.Submission@ontario.ca to request access.

Hard Copy

Hard copy submissions are **not recommended**. If you are unable to submit using one of the methods above, please contact the Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by e-mail at enviropermissions@ontario.ca to discuss alternative submission methods.

Note:

You should receive an acknowledgment of your application within thirty days of submitting it to the ministry. If you have not received an acknowledgment within the thirty day period, please contact ECA.Submission@ontario.ca to verify that your application has been received.

Best Practices

To ensure that your application is complete and contains all of the required information, it is recommended that you review this guide in detail before submitting your application.

You should also:

1. Read through this guide and the requirement in detail and contact the Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by e-mail at enviropemissions@ontario.ca. to obtain any clarification or system-specific interpretation of the requirements.
2. Include the required supporting information identified on the application form and in this guide.
3. Ensure that your supporting information is clearly labelled.
4. Identify an appropriate contact for your application that is authorized to provide any additional supporting information that may be required and notify the ministry if this contact changes at any point after your application has been submitted.

Application Decision Process

Submitting your application is only the first step in the application process. You may be asked for, or proactively provide, additional supporting information while your application is under review. As detailed below, you should expect some contact from the Ministry during the review of your application. To ensure timeliness, please ensure that appropriate contacts are identified with your application package.

Step 1: Submit application to the Ministry

- Upon receipt of your application, it will be screened for completeness.
- You should receive a letter from the Ministry that acknowledges receipt of your application. If additional information is required to support your application, it will be identified in this letter. If you do not receive acknowledgement of your application within thirty days of submission, please contact enviropemissions@ontario.ca to confirm that your application has been received.

Step 2: Application Payment

- A fee of \$100.00 is required for your application. The Ministry will reach out to the payment information contact identified on your application to collect the

necessary payment information. To ensure compliance with Payment Card Industry Standards and protect your payment information, the ministry does not accept any forms of payment through e-mail. Any e-mail that contains credit card information will be destroyed and the application will not be processed.

Step 3: Review

- Once your application has been screened and deemed complete by the Ministry, it will be assigned to a reviewer. Additional information may be requested from you while the review is underway. If needed, you may also provide any updates, changes, or additional information while the review is underway. If you would like to discuss the application or application status with the assigned reviewer, please contact the Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by e-mail at enviropermissions@ontario.ca.
- When the I review is complete, you will receive a draft version of the Consolidated Linear Infrastructure ECA for review. Please take the time to review the draft ECA – your reviewer will be available to discuss any of the included conditions and can address any concerns. You will generally be given two weeks to complete your review of the draft ECA.
- After considering comments, the reviewer will finalize the ECA and provide a recommendation to the approving director.

Step 3: Decision

- You will receive notice of the director's decision. If approval has been granted, you will receive a copy of the ECA.
- Information about your appeal rights will be included in the information that you receive. You should make note of the dates that are applicable to your appeal period. If you have concerns about the decision and/or any conditions that have been included in the ECA, you are encouraged to contact and discuss these with your reviewer.

Step 4: Implementation

- Your ECA may include specific dates that you need to be aware of. For example, certain conditions may not be applicable until a future date, providing you with an opportunity to develop and implement appropriate procedures.
- Your ECA will include a date by which you are required to submit an application for renewal. This will typically be 5 years from the date that the ECA is issued.

Application Guidance

Application Form

A separate application form must be submitted for **each system**, and the form must be signed and dated by the owner of the system or their authorized representative. It is important that you complete and submit your application using the form attached to this guidance document.

The guidance below corresponds with the numbered sections in the application form.

1) Application For

- Identify the type of consolidated linear infrastructure environmental compliance approval that is being applied for. Note: a separate application must be submitted for each type of system (one application for the municipal sewage collection system and one application for the municipal stormwater management system).
- Identify a name for the system

2) Owner Information

- Identify the owner of the system (this name should be the same as the name on your current ECA).

3) Operating Authority Information

- Identify the operating authority for the system. The operating authority is the organization that is responsible for operation of the system. If the owner is the same as the operating authority, this section can be left blank. If there are different operating authorities for different components (parts) of the system, please complete and submit the attached template for Operating Authority Information.

4) Statement of Owner

- The form must be signed by an individual that is authorized to represent the owner for the purposes of the application. The form can be signed electronically, or the form can be printed and signed manually.

5) Supporting Information Checklist

- This checklist will help you to identify the supporting information that is required to be submitted with your application. Please refer to the Supporting Information section of this guide for additional information about each of the items in this checklist.

6) Payment Contact

- Provide contact information for the individual that will coordinate payment of the \$100.00 fee for your application. The Ministry will contact this person to collect the necessary payment information.

Supporting Information

The templates attached to this guide should be used when preparing supporting information for your application. They are in Word format so that you can edit and adjust the contents based the size and complexity of your system. These documents **do not need to be signed** and should be submitted to the Ministry electronically in Word format.

All Applications

1 – List of Systems and Environmental Compliance Approvals (required)

This template should be used to identify all existing systems and associated Environmental Compliance Approvals (ECAs) that will be replaced by the first Consolidated Linear infrastructure Environmental Compliance Approval. Add additional rows if more space is required.

Name of System	ECA Number(s)

2 – Information Regarding the Asset Management Plan (required)

This template should be used to provide information regarding the status of any asset management planning activities / asset management plans that include the infrastructure associated with the system.

Is there a current Asset Management Plan in place that applies to the system?

Yes No

If there is an asset management plan in place that applies to the system, answer “yes” to the first question and provide information about the plan. **A copy of the plan does not need to be included with your application.**

If an asset management plan is in development, please answer “no” to the first question and describe the status of asset management planning.

If there is no asset management plan and nothing is in development, please answer “no” to the first question and indicate “No asset management is planned” when describing the status of asset management planning.

3 – Infrastructure Map

A map of the system should be provided in portable document format (“.pdf”) or AutoCAD format (“.dwg”). The map can be provided as a single file or as multiple files that, when combined, represent the entire system. Each file should have a unique name and a date associated with it.

The map should, at a minimum, identify streets and critical works associated with the system, including all works that have been constructed and placed into operation as of the date indicated on the map.

A map for a Municipal Sewage Collection System must include:

1. Identification of the type of sewers in the Municipal Sewage Collection System (e.g. sanitary sewer; combined sewer; partially separated sewer; nominally separate sewer) including location of sewers relative to street names or easements and sewer and/or forcemain diameters.
2. Identification of pumping stations and storage structures.
3. Identification of separate sewer and/or combined sewer overflow locations.
4. Identification of any source protection vulnerable areas.

A map for a Municipal Stormwater Management System must include:

1. Existing municipally owned stormwater Works, including but not limited to storm sewers, ditches, swales, outlets, oil and grit separators, LID and end of pipe control.
2. Identification of the main tributaries and receiving water bodies to which the Works discharge to.
3. Delineation of municipal, watershed and subwatershed boundaries, as available.
4. Identification of the storm sewersheds for each outlet.
5. Identification of any source protection vulnerable areas.
6. Identification of any stormwater works that receive sanitary overflows.

GIS-Based Database

As an alternative to providing the infrastructure map, you may provide the Ministry with access to a GIS-based database that contains the information described above. Note that you will be required to continue providing the Ministry with access to your database as a condition of the Consolidated Linear Infrastructure ECA.

If you choose this option, please attach a document to your application that includes instructions for accesses and using your GIS-based database.

4 – Operation Authority Information

This template only needs to be completed if there is more than one operating authority for the system. For example, if the owner (municipality) operates a portion of the system and separate organization operates another portion or certain components of the system.

All operating authorities should be identified within this template. Please copy and paste the tables to make space for additional operating authorities, if required.

Name of Operating Authority

Operational Subsystem Information	
Name of Subsystem	
High Level Description of Included Components	
Operating Authority Contact	
Name (First and Last)	Title
Phone Number	Email

5 – Residue Management System Information

This template should be used to provide information regarding any component, equipment or structure that is used for the management of residue from the system.

All components should be identified within this template. Please add additional rows or copy and paste the table to make space for additional information, if required.

Residue Management System Components

Item 1	
Location (Address or Description)	UTM Coordinates
Description of Component(s)	

Municipal Sewage Collection Systems

6 – Municipal Sewage Collection System Information

This template should be used to provide information that describes your system and specified system components. This information will be used to prepare the description of your system in the Consolidated Linear Infrastructure ECA. The numbers of each heading below correspond with the numbering of sections in the template.

1.0 High-Level System Description:

This is intended as a very high-level summary description of your system. Example information has been included as a starting point. Please use this example as the basis for your description, adapting and adjusting as necessary for your system.

The [SYSTEMNAME] consists of works for the collection and transmission of sewage, consisting of trunk sewers, sewers, [X] kilometers of combined sewers, sewage pumping stations, wet-weather interceptors tanks, forcemains, with discharge into _____, _____, and _____ Wastewater Treatment Plant.

2.0 Sewage Treatment Facilities for the Collection System

Use this table to identify all treatment facilities that receive sewage from your collection system. Add rows to the table if more space is required.

System Name	Location	ECA Number	ECA Issue Date

3.0 Real-Time Control and SCADA

This is intended as a high-level description of the real-time control(s) and SCADA system(s) that support your collection system. If you have multiple systems and would like to describe them separately, please copy and paste this table for each separate description.

Description

4.0 Overflow Points

All sewage overflow points should be identified within this table. Add rows to the table if more space is required.

Asset ID	Asset Name	Overflow Location (Latitude & Longitude)	Point of Entry

5.0 Identified Combined Overflow Points

All identified **combined** sewage overflow points should be identified within this table. Add rows to the table if more space is required.

Asset ID	Asset Name	Regulators or Combined Sewer Storage Asset ID	Overflow Location (Latitude & Longitude)	Point of Entry

6.0 Combined Sewer Structures

All identified **combined** sewer overflow regulators and **combined** sewage tanks and facilities should be identified within these tables. Add rows to the table if more space is required.

Asset ID	Asset Name	Site Location (Latitude & Longitude)	Volume (m ³)	Overflow Location (Latitude & Longitude)

7 – Sewage Pumping Station Information

This template should be used to provide information about sewage pumping stations within your system. This information will be used to prepare the description of your system.

List of Sewage Pumping Stations

All sewage pumping stations (sanitary sewage / combined sewage) should be identified within these tables. Add rows to the table if more space is required.

Asset ID	Name of Pumping Station

Sewage Pumping Station Details

For each sewage pumping station that you list, a separate detailed description should be provided. The table on page 2 of the template should be used to provide these descriptions. Text in red has been included in the template to provide an example of the information that is being requested.

The table on page 2 should be copied and completed for each of the sewage pumping stations.

[Sanitary Sewage Pumping Station Name]

Asset ID and Name	
Site Location	
Latitude and Longitude	
Coordinates (optional)	
Description	
Pumping Station Capacity	
Equipment	[x] pumps (x duty, x standby), [x] grinders, [x] screens, [x] wet well of __ m3 capacity. The station is connected to [x] ___ mm diameter forcemains, discharging to ____. Emergency storage tank/pipe volume (volume in m3)
Equipment: Associated controls and appurtenances	
Overflow	Overflow discharge location and pathway to final receiver (waterbody/creek/river) Response time (buffer volume in m3 available in storage prior to overflow at peak flow) Emergency storage volume (m3)
Receiving Stations (if applicable)	Specify any septage or leachate collection receiving station(s), hauled sewage and storage tanks, snow receiving stations, any measurement and screening devices.
Off-site Receiving Stations (if applicable)	Specify any off-site septage receiving stations
Odour Control Units	The station contains [x] odour control units The station contains [x] off-site odour control units
Standby Power	___ kW ___ propane/diesel/natural gas or ATS for portable generator or battery, and fuel tank size
Notes	Discharging to Wastewater Treatment Plant (for final pumping station only) Chemical addition If a former ECA exists for a pumping station, it would be included in this notes section

8 – Pollution Prevention and Control Plan

The Pollution Prevention and Control Plan is a plan developed for the system to meet the goals of the Ministry’s publication titled “[F-5-5 Determination of treatment requirements for municipal and private combined](#)”. A copy of any plan(s) should be included with your application.

Municipal Stormwater Management Systems

9 – Municipal Stormwater Management System Information

This template should be used to provide information that describes your system and certain system components. This information will be used to prepare the description of your system in the Consolidated Linear Infrastructure ECA. The numbers of each heading below correspond with the numbering of sections in the template.

1.0 High-Level System Description:

This is intended as a very high-level summary description of your system. Example information has been included as a starting point. Please use this example as the basis for your description, adapting and adjusting as necessary for your system.

The Municipal Stormwater Management (SWM) System serving **the City of Blank’s** drainage area, is a separate system for stormwater (i.e. designed not to convey sanitary sewage, combined sewage) within **the Lake Something and the Blank watersheds**. The Municipal SWM System consists of **storm sewers, culverts, ditches, Stormwater Management Facilities and outlets**.

2.0 Stormwater Collection System by Diameter

Populate this table with information specific to your system. Enter “N/A” for any item that is not applicable to your system.

System Type	Pipe Diameter (mm)	Length (km)	System Totals (km)
Storm Sewers	0-250		
Storm Sewers	300-500		
Storm Sewers	525-1050		
Storm Sewers	>/=1200		
Total Storm Sewers	--	--	
Ditches / Swales	NA		
Total System Length (km)	--	--	

3.0 Stormwater Management Facilities by Type

Populate this table with information specific to your system. Enter “N/A” for any item that is not applicable to your system.

System Type	Basic Treatment for Suspended Solids*	Normal Treatment for Suspended Solids *	Enhanced Treatment for Suspended Solids *	System Totals
Oil and Grit Separators				
Stormwater Management Ponds - Dry				
Stormwater Management Ponds – Wet (includes wetlands, hybrids)				
LID Facilities				
Pumping Stations				
Total Number of Facilities				

4.0 Storm Sewershed and Associated Treatment

Populate this table with storm sewershed and associated treatment information for your system. Add rows to the table if more space is required.

Outfall Asset ID	Sewershed Catchment Area (ha)	Tributary or Receiver	Subwatershed/ Watershed	Stormwater Management Level (A or B)

5.0 Summary of Storm Sewersheds

Populate this table with storm sewershed information for your system. Add rows to the table if more space is required.

Stormwater Management Level	Total Number of Outfalls to Environment	Total Sewershed Catchment Area (ha)

10 – Stormwater Management Facilities

This template should be used to provide information for each of the stormwater management facilities in your system. A separate detailed description should be provided for each facility. Text in red has been included in the template to provide an example of the information that is being requested.

The table in this template should be copied and completed for each of the sewage pumping stations.

***Unique Identifier* *Type of Facility* (e.g. 201 – SWM Wet Pond)**

Location	e.g. UTM coordinates or physical address
Watershed/Subwatershed	e.g. Lake Simcoe/Bunkers Creek
Receiver of discharge	e.g. Surface discharge to “BLANK” creek
Outlet location	e.g. UTM coordinates
Catchment Area	e.g. 10 ha
Level of Treatment for suspended solids	e.g. Level 1/2/3 60/70/80% Long-term suspended solids removal
Treatment for other contaminants, as required	e.g. phosphorus, water temperature
Level of Volume control	e.g. Local 90 th percentile rainfall event or local water balance (X mm)
Design Storm	e.g. Quantity: X-yr storm; Quality: X-yr storm
Reference ECA(s)	
Reference Works as part of treatment train	e.g. 102-LID Bioretention Facility
Brief Description	*Include model number if equipment is used (e.g. OGS/filters)*
Schedule C Works	Y/N

11 – Stormwater Master Plan

A stormwater master plan means a plan that has been undertaken in accordance with the Master Planning requirements of the Municipal Engineers Association Class Environmental Assessment process. It is a long-term plan that takes a systems approach to integrate infrastructure requirements for existing and future land use with environmental assessment planning principles, addresses the topics such as

stormwater management, infrastructure planning and development within a municipality or region. A copy of any plan(s) applicable to the system should be included with your application.

12 – Watershed Plan / Subwatershed Plan

A *watershed plan* identifies overall watershed conditions and identifies and prioritizes measures to protect, restore or enhance the health of the watershed. Watershed Plans provide a comprehensive understanding of the ecological form and function in the watershed, the importance of different water resource and natural areas and features, factors that sustain them and indicators to monitor the long-term health of the watershed. Watershed planning provides the “big picture” of how land use changes and the provisions of water, wastewater and stormwater infrastructure impact and interact with watershed ecosystems and water resources.

A *subwatershed plan* is carried out for a sub-drainage area of a larger watershed and provides a higher level of detail than a watershed study. Subwatershed plans reflect the goals of a watershed plan, but are tailored to tributary needs and local issues and provide detailed objectives, targets, actions, and best management practices for development, for water, wastewater and stormwater management, for managing and minimizing impacts related to severe weather events, and to support ecological needs.

A copy of any plan(s) applicable to the system should be included with your application.

What to Expect in the Consolidated Linear Infrastructure Environmental Compliance Approval Specified Future Alterations

The Consolidated Linear Infrastructure ECA will include conditions that authorize specified future alterations to the system. Compliance with the conditions will enable the system owner (municipality) and prescribed persons (e.g., developers) to make additions, modifications, replacements and extensions to the system without obtaining separate approvals or permissions under the *Ontario Water Resources Act*.

Conditions in the ECA may include limitations on the nature and extent of the alterations, require design guidelines to be followed, and establish other requirements to be met before proceeding. Conditions may also require specific records to be prepared and maintained for each alteration.

Note that alterations that do not meet these conditions for future specified alterations may still be permitted but would require an application to amend the ECA and approval from the Ministry.

ECA Structure and Templates

Consolidated Linear Infrastructure ECAs will be issued using a common template. It is anticipated that most section numbering and standard conditions will be consistent between ECAs. Draft copies of these templates have previously been circulated, and are available at <https://ero.ontario.ca/notice/019-1080>.

Structure of a Consolidated Linear Infrastructure ECA

Schedule A

- identifies the system and any related documents.

Schedule B

- describes the system and key system components.

Schedule C

- any approved alterations to the system will be issued as a separate “Schedule C” document.
- Schedule C in the ECA will lists any director approved alterations for the system (Schedule C documents) as of the date that the ECA is issued.

Schedule D

- includes general conditions for the system (e.g., definitions)
- authorizes future alterations to the system and defines requirements for those alterations.

Schedule E

- outlines general and system-specific operating conditions

Schedule F

- describes and authorizes residue management systems that are part of the Municipal Sewage Collection System or Municipal Stormwater Management

System

System-Specific Conditions

System specific conditions may be included in your Consolidated Linear Infrastructure ECA. These conditions will likely be discussed or reviewed with you before receive a draft version of the ECA for review. For example, conditions require you to undertake additional monitoring or require you to complete specific studies. If your current ECA(s) include such conditions, they may be carried forward into the Consolidated Linear Infrastructure ECA.

Implementation & Transition

Transition timelines may be incorporated into your Consolidated Linear Infrastructure ECA to provide you with time to develop procedures and train staff on specific requirements. It is important to that you review these timelines when you receive the draft version of your ECA for review.

Common Mistakes to Avoid

False Information

The information that you provide as part of your application should, to the best of your knowledge, be accurate and complete. It is an offence under section 184 of the *Environmental Protection Act* and section 98 of the *Ontario Water Resources Act* to give false or misleading information to the ministry regarding matters under these Acts or the regulations related to them. A conviction for the offence of providing false information may result in a fine, imprisonment or both.

Omissions

It is important that the description of your system is accurate and complete, and that all

activities (like residue management) are included within your Consolidated Linear Infrastructure ECA. Any items that are omitted may not be approved as part of your first Consolidated Linear Infrastructure ECA. Please ensure that you review these items in detail when you receive a copy of your draft ECA.

Communication

If you have questions about the applicability of conditions in Consolidated Linear Infrastructure ECA to a specific situation or concerns about timelines (included within your draft ECA), please reach out to the reviewer assigned to your application or contact us at enviopermissions@ontario.ca as soon as possible. This will ensure that your questions or concerns can be considered and addressed before your ECA is finalized and issued.

DRAFT

APPENDIX A

EXAMPLE OF THE APPLICATION FORM



Ministry of
the Environment,
Conservation and Parks

**Application for the First
Consolidated Linear Infrastructure
Environmental Compliance Approval
(Municipal Sewage Collection System /
Municipal Stormwater Management System)**

For Office Use Only		
Reference Number	Date Received	Initials

Instructions

- A signed copy of the form and any attachments must be submitted by email to ECA.Submission@ontario.ca. Electronic and manual signatures are acceptable.
- Please refer to the Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval ("Guide to Applying") for instructions on completing this form and additional information about the supporting information that should be submitted with your application.

1. Application For

<input type="checkbox"/> Municipal Sewage Collection System	Name of System
<input type="checkbox"/> Municipal Stormwater Management System	

2 Owner Information

Owner Name (Legal name of owner)

3. Operating Authority (organization operating the system)

Operating Authority Name

Contact Name

Position/Title

E-mail Address

Telephone Number (including area code and extension)

Telephone Number (including area code and extension)

Example only, please do
not complete this form.

4. Statement of Owner

Check here if the owner has authorized the operating authority as identified on this request form, to act on behalf of the owner for purposes of processing this request.

I, the undersigned, am authorized to represent the owner of the identifies system for purposes of this application for the first consolidated linear Environmental Compliance Approval and, to the best of my knowledge, the information contained herein and the information submitted in support of this request is complete and accurate.

Name (please print)

Title

Signature

Date

5. Supporting Information Checklist

All Applications:

- 1. List of Systems and Environmental Compliance Approvals*
- 2. Information Regarding the Asset Management Plan*
- 3. Infrastructure Map*
- 4. Operating Authority Information
- 5. Residue Management Information

Municipal Sewage Collection System

- 6. Municipal Sewage Collection System Information*
- 7. Sewage Pumping Station Information*
- 8. Pollution Prevention Control Plan

Stormwater Applications

- 9. Stormwater Management System Information*
- 10. Stormwater Management Facilities*
- 11. Stormwater Master Plan
- 12. Watershed / Subwatershed Plan(s)

* Denotes Required Information. Refer to the Guide to Applying for more information

General Information

This form is intended to be used to apply for the first consolidated linear Environmental Compliance Approval for a municipal sewage collection system or a municipal stormwater management system under the EPA and OWRA. A separate application is required for each type of system.

Information contained in this request is not considered confidential and will be made available to the public upon request. Information submitted as supporting information may be claimed as confidential but will be subject to the Freedom of Information and Protection of Privacy Act (FOIPPA) or other legally required disclosure. If you do not claim confidentiality at the time of submitting the information, the Ministry may make the information available to the public without further notice to you.

For assistance in completing the form, for questions related to its use, or if you require a copy in French or in an accessible format, please contact the Ministry's Client Services and Permissions Branch by phone at 416-314-8001 or 1-800-461-6290, or by e-mail at enviropermissions@ontario.ca.

A fee of \$100.00 is required for this application. Please identify the payment contact below. This individual will be contacted to arrange payment.

6. Payment Contact Name	Email Address
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APPENDIX B EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION



Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval

List of Systems and Environmental Compliance Approvals

Instructions

- This template should be used to identify all existing systems and associated Environmental Compliance Approvals (ECAs) that will be replaced by the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Sewage Collection System or a Municipal Stormwater Management System**
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do not complete this form.

Name of System	ECA Number(s)

APPENDIX B EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION



Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval

Information Regarding the Asset Management Plan

Instructions

- This template should be used to provide information regarding the status of any asset management planning / asset management plans covering infrastructure associated with a system that is the subject of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Sewage Collection System or a Municipal Stormwater Management System**
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do not complete this form.

Is there a current Asset Management Plan in place that applies to the system?

Yes No

If Yes:

Information regarding the asset management plan:

Title of Plan

Date of Plan

If No:

Briefly describe the status of asset management planning, identifying any target dates (if any) for preparation of an asset management plan.

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Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval

Operating Authority Information

Instructions

- This template should be used to provide operating authority information in support of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Sewage Collection System or a Municipal Stormwater Management System**
- This template only needs to be completed if there is more than one operating authority for the system.
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do not complete this form.

Name of Operating Authority

Operational Subsystem Information

Name of Subsystem

High Level Description of Included Components

Operating Authority Contact

Name (First and Last)

Title

Phone Number

Email

APPENDIX B EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION



Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval

Residue Management System Information

Instructions

- This template should be used to provide information regarding a residue management system in support of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Sewage Collection System or a Municipal Stormwater Management System**
- For the purposes of this template, a residue management system means anything used for the management of residue from a Municipal Sewage Collection System / Municipal Stormwater Management System or the management of the discharge of a substance into the natural environment from the System
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do
not complete this form.

Residue Management System Components

Item 1

Location (Address or Description)

UTM Coordinates

Description of Component(s)

Item 2

Location (Address or Description)

UTM Coordinates

Description of Component(s)

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Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval
Municipal Sewage Collection System

Municipal Sewage Collection System Information

Instructions

- This template should be used provide information in support of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Sewage Collection System**.
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name	Example only, please do not complete this form.	
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1.0 High Level System Description

The [SYSTEMNAME] consists of works for the collection and transmission of sewage, consisting of trunk sewers, sewers, [X] kilometers of combined sewers, sewage pumping stations, wet-weather interceptors tanks, forcemains, with discharge into ____, ____, and ____ Wastewater Treatment Plant.

2.0 Sewage Treatment Facilities for the Collection System

System Name	Location	ECA Number	ECA Issue Date

3.0 Real-Time Control and SCADA

Description

4.0 Overflow Points

Asset ID	Asset Name	Overflow Location (Latitude & Longitude)	Point of Entry

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EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION

5.0 Identified Combined Overflow Points

Asset ID	Asset Name	Regulators or Combined Sewer Storage Asset ID	Overflow Location (Latitude & Longitude)	Point of Entry

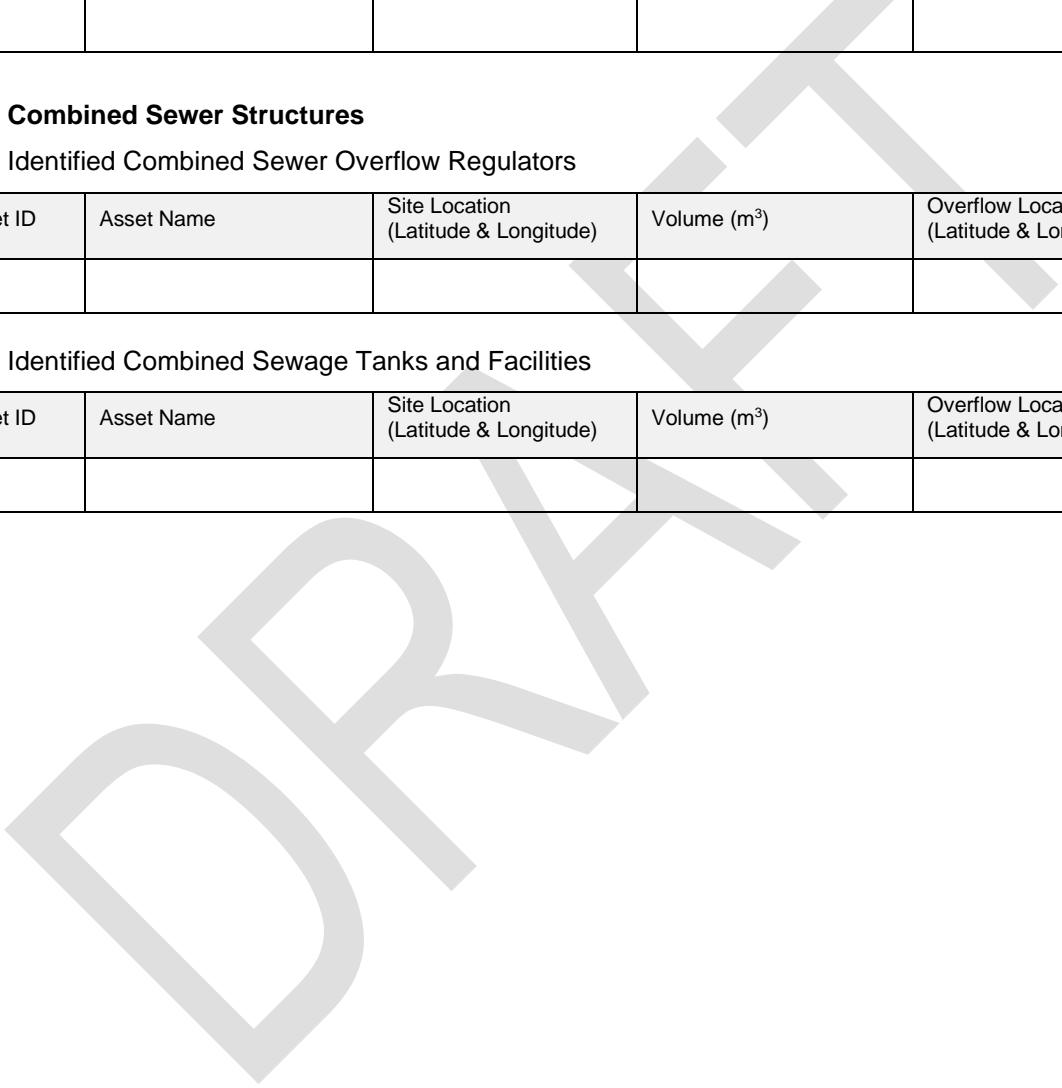
6.0 Combined Sewer Structures

6.1 Identified Combined Sewer Overflow Regulators

Asset ID	Asset Name	Site Location (Latitude & Longitude)	Volume (m ³)	Overflow Location (Latitude & Longitude)

6.2 Identified Combined Sewage Tanks and Facilities

Asset ID	Asset Name	Site Location (Latitude & Longitude)	Volume (m ³)	Overflow Location (Latitude & Longitude)



APPENDIX B EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION



Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval
Municipal Sewage Collection System

Sewage Pumping Station Information

Instructions

- This template should be used to provide sewage pumping station information in support of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Sewage Collection System**.
- Information should be provided for all sanitary sewage pumping stations and all combined sewage pumping stations. Please duplicate the tables / sections as needed.
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do not complete this form.

List of Sanitary Sewage Pumping Stations

Asset ID	Name of Pumping Station

List of Combined Sewage Pumping Stations

Asset ID	Name of Pumping Station

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EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION

[Sanitary Sewage Pumping Station Name]

Asset ID and Name	
Site Location	
Latitude and Longitude	
Coordinates (optional)	
Description	
Pumping Station Capacity	
Equipment	<p>[x] pumps (x duty, x standby), [x] grinders, [x] screens, [x] wet well of __ m3 capacity. The station is connected to [x] __ mm diameter forcemains, discharging to ____.</p> <p>Emergency storage tank/pipe volume (volume in m3)</p>
Equipment: Associated controls and appurtenances	
Overflow	<p>Overflow discharge location and pathway to final receiver (waterbody/creek/river)</p> <p>Response time (buffer volume in m3 available in storage prior to overflow at peak flow)</p> <p>Emergency storage volume (m3)</p>
Receiving Stations (if applicable)	Specify any septage or leachate collection receiving station(s), hauled sewage and storage tanks, snow receiving stations, any measurement and screening devices.
Off-site Receiving Stations (if applicable)	Specify any off-site septage receiving stations
Odour Control Units	<p>The station contains [x] odour control units</p> <p>The station contains [x] off-site odour control units</p>
Standby Power	____ kW ____ propane/diesel/natural gas or ATS for portable generator or battery, and fuel tank size
Notes	<p>Discharging to Wastewater Treatment Plant (for final pumping station only)</p> <p>Chemical addition</p> <p>If a former ECA exists for a pumping station, it would be included in this notes section</p>

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[Combined Sewage Pumping Station Name]

Asset ID and Name	
Site Location	
Latitude and Longitude	
Coordinates (optional)	
Description	
Pumping Station Capacity	
Equipment	<p style="color: red;">[x] pumps, [x] grinders, [x] screens, [x] wet well of ___ m3 capacity, The station is connected to [x] ___ mm diameter forcemains, discharging to ____.</p> <p style="color: red;">Emergency storage tank volume (volume in m3)</p>
Equipment: Associated controls and appurtenances	
Overflow	<p style="color: red;">Overflow discharge location and pathway to final receiver during wet weather events (waterbody/creek/river)</p> <p style="color: red;">Response time (volume in m3 available in storage prior to overflow at peak flow)</p>
Receiving Stations (if applicable)	<p style="color: red;">Specify any septage or leachate collection receiving station(s), hauled sewage, storage tanks, snow receiving stations, any measurement and screening devices.</p>
Odor Control Units	<p style="color: red;">The station contains [x] odor control units</p> <p style="color: red;">The station contains [x] off-site odor control units</p>
Standby Power	<p style="color: red;">_____ kW _____ propane/diesel/natural gas or ATS for portable generator or battery, and fuel tank size</p>
Notes	<p style="color: red;">Discharging to Sewage Treatment Plant (for final pumping station only)</p> <p style="color: red;">Chemical addition</p> <p style="color: red;">If a former ECA exists for a pumping station, it would be included in this notes section</p>

APPENDIX B

EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION



Ministry of
the Environment,
Conservation and Parks

Supporting Information for the
Application for the First Consolidated Linear
Infrastructure Environmental Compliance Approval
Municipal Stormwater Management System

Municipal Stormwater Management System Information

Instructions

- This template should be used to provide information in support of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Stormwater Management System**.
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do not complete this form.

1.0 High Level System Description

The Municipal Stormwater Management (SWM) System serving **the City of Blank's** drainage area, is a separate system for stormwater (i.e. designed not to convey sanitary sewage, combined sewage) within **the Lake Something and the Blank watersheds**. The Municipal SWM System consists of **storm sewers, culverts, ditches, Stormwater Management Facilities and outlets**.

This ECA covers the entire Municipal SWM System owned and operated by **the City of Blank**. This ECA does not cover industrial or commercially owned sewage works.

2.0 Stormwater Collection System by Diameter

System Type	Pipe Diameter (mm)	Length (km)	System Totals (km)
Storm Sewers	0-250		
Storm Sewers	300-500		
Storm Sewers	525-1050		
Storm Sewers	>=1200		
Total Storm Sewers	--	--	
Ditches / Swales	NA		
Total System Length (km)	--	--	

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EXAMPLE TEMPLATES FOR SUPPORTING INFORMATION

3.0 Stormwater Management Facilities by Type

System Type	Basic Treatment for Suspended Solids*	Normal Treatment for Suspended Solids *	Enhanced Treatment for Suspended Solids *	System Totals
Oil and Grit Separators				
Stormwater Management Ponds - Dry				
Stormwater Management Ponds – Wet (includes wetlands, hybrids)				
LID Facilities				
Pumping Stations				
Total Number of Facilities				

*Basic, normal, and enhanced treatment correspond to 60%, 70% and 80% suspended solids removal on an annual average long-term basis, respectively.

4.0 Storm Sewershed and Associated Treatment

Outfall Asset ID	Sewershed Catchment Area (ha)	Tributary or Receiver	Subwatershed/ Watershed	Stormwater Management Level (A or B)

5.0 Summary of Storm Sewersheds

Stormwater Management Level	Total Number of Outfalls to Environment	Total Sewershed Catchment Area (ha)
Total		



Stormwater Management Facilities

Instructions

- This template should be used to provide information about stormwater management facilities in support of an application for the first Consolidated Linear infrastructure Environmental Compliance Approval for a **Municipal Stormwater Management System**.
- Information should be provided for all sanitary sewage pumping stations and all combined sewage pumping stations. Please duplicate the tables / sections as needed.
- Please refer to the “Guide to Applying for the First Consolidated Linear Infrastructure Environmental Compliance Approval” for instructions and guidance on how to use and complete this template.

Owner Name

Example only, please do not complete this form.

***Unique Identifier* *Type of Facility* (e.g. 201 – SWM Wet Pond)**

Location	e.g. UTM coordinates or physical address
Watershed/Subwatershed	e.g. Lake Simcoe/Bunkers Creek
Receiver of discharge	e.g. Surface discharge to “BLANK” creek
Outlet location	e.g. UTM coordinates
Catchment Area	e.g. 10 ha
Level of Treatment for suspended solids	e.g. Level 1/2/3 60/70/80% Long-term suspended solids removal
Treatment for other contaminants, as required	e.g. phosphorus, water temperature
Level of Volume control	e.g. Local 90 th percentile rainfall event or local water balance (X mm)
Design Storm	e.g. Quantity: X-yr storm; Quality: X-yr storm
Reference ECA(s)	
Reference Works as part of treatment train	e.g. 102-LID Bioretention Facility
Brief Description	*Include model number if equipment is used (e.g. OGS/filters)*
Schedule C Works	Y/N