



Drinking Water Source Protection Screening Form

Office Use Only

Roll Number: _____

File Number: _____

Submission Date: _____

WHPA, IPZ, ICA: _____

Vulnerability Score: _____

Find out if you live in a vulnerable drinking water area at www.wellingtonwater.ca

For assistance in completing this form, please refer to the “Explanatory Guide” beginning on page 6.

Please note that you may still need to contact the applicable Conservation Authority, as this is not considered correspondence on their behalf.

1. Property Information

Municipal Address of Subject Property: _____

Assessment Roll Number of Subject Property: _____

Property Owner: _____

2. Proposal (Please check all that apply to this application):

Building	
<input type="checkbox"/>	New Structure
<input type="checkbox"/>	Expansion or Conversion of an Existing Structure
<input type="checkbox"/>	New Septic System
<input type="checkbox"/>	Replacement Septic System
<input type="checkbox"/>	Geothermal System (Transport Pathway)
<input type="checkbox"/>	Change of Use

Planning	
<input type="checkbox"/>	Minor Variance
<input type="checkbox"/>	Official Plan Amendment
<input type="checkbox"/>	Consent Application
<input type="checkbox"/>	Zoning By-law Amendment Application
<input type="checkbox"/>	Subdivision/Condominium Application
<input type="checkbox"/>	Site Plan Application

Brief Description of the Proposed Use of Land, Proposed Buildings or Structures. If constructing a geothermal, please provide construction details including depth, vertical or horizontal, closed loop or open loop.

3. Potential Threat Activities Associated with the Application

Please check all applicable activities that may be associated with the development proposal:

3.1 Fuel Handling and Storage greater than 250 litres

	Existing	Proposed	Greater than 2,500L	Underground Storage Tank	Aboveground Storage Tank	Inside Home	Outside Home
Liquid Fuel (i.e. gasoline or diesel)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		
Fuel oil (home heating)	<input type="radio"/>	<input type="radio"/>				<input type="radio"/>	<input type="radio"/>
Waste oil (heating)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>		

3.2 Chemical Handling and Storage

	Yes	If Yes, please indicate the type(s) of chemicals if known:		If Yes, please estimate the total amount
		3.2.1 Dense Non-Aqueous Phase Liquids (DNAPLs), including chlorinated solvents	3.2.2 Organic Solvents	
Paints and other coatings (including stains, enamels, lacquers, rust paint)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Dry cleaning chemicals	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Automotive repair/maintenance and/or industrial manufacturing and processing (e.g. degreasers, automotive fluids, oils, furniture stripping products, chemical solvents, adhesives)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Solvent based degreasers or liquids for washing metal parts	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

3.3 Road Salt Application and/or Outdoor Storage

	Covered	Uncovered	Estimated Volume Stored on Property (m ³)	Estimated Application Area (m ²) including private roads, parking lots, and sidewalks
Road Salt Storage	<input type="radio"/>	<input type="radio"/>		
Road salt application (private roads, parking lots, sidewalks, etc.)				

3.4 Snow Storage (see guide)

	Above Grade	Below Grade (buried)	Approximate Storage Area greater than:		
			0.01 ha (double driveway)	0.5 ha (1 soccer field)	1 ha (2 soccer fields)
Snow Storage	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3.5 Waste Storage or Disposal (see guide)

	Yes
3.5.1 Storage and/or application of raw, untreated liquids and solids that are pumped out of septic systems and holding tanks (not including septic tanks)	<input type="radio"/>
3.5.2 Storage and/or disposal of oils (does not include restaurant oil or grease); hazardous waste; liquid industrial waste; industrial and commercial waste; or PCB waste	<input type="radio"/>

3.6 Storm Water Management/Industrial Sewage

	Yes
Stormwater management facility (treatment, retention, infiltration, recharge or control of stormwater)	<input type="radio"/>
Car or truck washing facility	<input type="radio"/>
Oil and Water Separator	<input type="radio"/>
Sediment control (i.e. Stormceptor)	<input type="radio"/>

3.7 Septic Systems

	Existing	Proposed	
		New	Replacement
Septic system for residential or small-scale commercial/industrial/institutional use (Ontario Building Code)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Septic system (Greater than 10,000 litres per day) for commercial/industrial/institutional use (note an Environmental Compliance Approval would be required)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

3.8 Water Taking

	Proposed	Existing	If Existing, please provide the following:			
			Drilled	Dug	Well Not In Use*	Approx. Construction Date
3.8.1 Private Well (<i>*Please note that if there is an existing well that is not in use, Section 3.9 must also be checked</i>)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
3.8.2 Greater than 50,000 litres per day of water being used (note a Permit to Take Water may be required)	<input type="radio"/>	<input type="radio"/>				

3.9 Transport Pathway (see guide)

	Yes
Creation of aggregate pits, geothermal systems, non-residential or large residential caissons/building piers, or utilities/excavation within fractured bedrock and underground parking garages	<input type="radio"/>
Existing private well not in use	<input type="radio"/>

3.10 Recharge Reduction

	Yes
Creation of impervious surfaces (including large roofed areas, pavement, etc.) – only applies within Town of Erin	<input type="radio"/>

3.11 Agricultural

	Application	Storage	Product Name(s)
3.11.1 Fertilizers	<input type="radio"/>	<input type="radio"/>	
3.11.2 Pesticides	<input type="radio"/>	<input type="radio"/>	
3.11.3 Agricultural source material (i.e. manure)	<input type="radio"/>	<input type="radio"/>	
3.11.4 Non-agricultural source material (i.e. biosolids, commercial food wastes, etc.)	<input type="radio"/>	<input type="radio"/>	

	Yes	Estimated Number of Animals	Type of Animals
3.11.5 Grazing and Pasturing of livestock	<input type="radio"/>		
3.11.6 Outdoor Confinement Yard	<input type="radio"/>		
3.11.7 Nutrient Management Plan or Strategy, NASM Plan applies to or is registered for the property	<input type="radio"/>		
Environmental Farm Plan	<input type="radio"/>		

3.12 None of the above are applicable

Check off this box only if none of the above sections have been checked	<input type="radio"/>
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4. Declaration (Owner or Applicant) or Person Engaged in Activity

Owner

I, _____, declare that the information contained in this application and all attached documentation is true to the best of my knowledge.

Date

Signature

Applicant or Authorized Agent

I, _____, declare that the information contained in this application and all attached documentation is true to the best of my knowledge.

Date

Signature

Information is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*, R.S.O. 1990, c. M.56 and the *Clean Water Act*, 2006, S.O. 2006, c. 22 for the administration and enforcement of the *Clean Water Act*. Please note that business identity information is not considered personal information pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*.

For any inquiries about the collection of this information, please contact the Risk Management Official, Wellington Source Water Protection, 7444 Wellington Road 21, Elora, ON, N0B 1S0, 519-846-9691 ext. 362.

Explanatory Guide for Completing the Drinking Water Source Protection Screening Form

Your property is located within a municipal well head protection area or intake protection zone and therefore may be subject to the *Clean Water Act*, 2006. The Wellhead Protection Area (WHPA) is the area around a municipal well where land use activities have the potential to affect the quality and quantity of water that flows into the wellhead. For more information, refer to www.wellingtonwater.ca or contact 1-844-383-9800.

To assist staff in determining whether your property and/or application is subject to the Act, the Drinking Water Source Protection Screening Form is completed to inventory the activities that are proposed on your property. The following sections explain the form.

Section 1 – Property Information:

Please fill out the municipal address and property owner for the subject property.

Section 2 – Proposal:

Please check all that apply to the application and provide a brief explanation of the proposed development and/or construction details if construction a geothermal (such as depth, vertical r horizontal, closed loop or open loop).

Section 3 – Potential Threat Activities Associated with Proposed Application:

Within this section please fill out all that apply to your application. If there is a circle provided in the table, please provide a check mark; if there is a blank space in the table please write in the applicable information.

3.1 Liquid Fuel Handling and Storage:

Fill out this section if on the property there is liquid fuel storage or handling greater than 250 litres (1 gal = 3.785 L). This can be located in land uses for residential, agricultural, gas, commercial, industrial or institutional purposes and includes gasoline, diesel or home heating oil. It does not include propane or natural gas.

3.2 Chemical Handling and Storage:

Fill out this section if the application is regarding one of the listed chemical handling or storage activities on the form.

3.2.1 Known DNAPLs:

Fill out this section only if applicant is aware of a Dense Non-Aqueous Phase Liquid (DNAPLS) on the property. DNAPLs are chemicals that are denser than water and therefore have the ability to contaminate the groundwater easily. The specific DNAPLs that pose a potential threat are poly-aromatic hydrocarbons (PAHs), 1, 4-dioxane, trichloroethylene, tetrachloroethylene or perchloroethylene (PCE or PERC) and Vinyl Chloride.

- **Vinyl Chloride:** Used to make polyvinyl chloride (PVC) pipes, wire coatings, vehicle upholstery and plastic kitchen ware
- **PAHs:** Used in wood preservatives, pharmaceuticals, dyes and asphalt products.

- **1,4-dioxane:** Used as a degreasing solvent or solvent stabilizer in various manufacturing processes.
- **Tetrachloroethylene** (PCE or PERC): Used in dry cleaning, metal cleaning and as an intermediate in manufacturing processes.
- **Trichloroethylene** (TCE): Mainly used for degreasing of metal parts in the automotive and metal industries and also found in some household products such as adhesives, paint removers, paints, rug cleaning fluids, and metal cleaners.

3.2.2 Known Organic Solvents:

Fill out this section if the applicant is aware of Organic Solvents on the property. Organic Solvents are liquid organic compounds with the ability to dissolve solid, gases or liquids and therefore have the ability to contaminate drinking water sources. Organic Solvents that are of potential concern include Carbon Tetrachloride, Chloroform, Dichloromethane and Pentachlorophenol (PCP).

- **Carbon Tetrachloride:** Once used widely in fire extinguishers, as a cleaning agent, in the manufacture of refrigerants as well as an industrial solvent and metal degreasing agent is a banned substance in Ontario since 1999. The only permitted uses of the chemical are in research laboratories or in the manufacturing process where the product is converted to an alternative product which does not contain a class of ozone-depleting substances.
- **Chloroform:** commonly used in a laboratory setting, and in the production of pharmaceuticals, dyes and pesticides.
- **Dichloromethane** (also known as methylene chloride): used as a solvent in paint strippers and removers. It is used as a process solvent in the manufacture of drugs, pharmaceuticals and film coatings. It is also used as a metal cleaning and finishing solvent in electronics manufacturing, aerosol propellant and as an agent in urethane foam blowing.
- **Pentachlorophenol** (PCP): used as an herbicide, insecticide, fungicide, algacide and disinfectant, and as an ingredient in antifouling paint. Its use has significantly declined due to its high toxicity. Today it is used industrially as a wood preservative and is not manufactured in Canada.

3.3 Road Salt Application, Handling and Storage:

Fill out this section if there will be road salt storage on the property or road salt application on a private road, parking lot, or sidewalk located on the property. Please provide estimates in m³ for volume and m² for area.

3.4 Snow Storage:

Fill out this section if there will be snow storage (above or below grade) on the property and indicate whether the storage will be greater than 0.01 hectare (0.03 acre or 10 metres by 10 metres), greater than 0.5 hectares (1.24 acres or 50 metres by 50 metres), or greater than 1 hectare (2.5 acres or 100 metres by 100 metres). For reference, 0.01 hectare is roughly the size of a double driveway, 0.5 hectares is roughly the size of one soccer field, and 1 hectare is roughly the size of two soccer fields.

3.5.1 Waste Storage or Disposal - Septic Tank Pump outs

Fill out this section only if application is involved in the pumping out or disposal/treatment of raw sewage or septage, porta potties or holding tanks.

3.5.2 Waste Storage or Disposal - Storage and/or Disposal of Hazardous Waste:

Fill out this section if there is hazardous waste or liquid industrial waste stored on the property including waste oil, solvents, and automotive fluids. Please note storage or disposal of oil does not include restaurant oil or grease. Storage of hazardous waste or liquid industrial waste includes wastes requiring registration with the Ontario Hazardous Waste Information Network (HWIN), if applicable. Disposal of waste on site includes landfilling and incineration. Typically, this will only be at commercial or industrial properties.

3.6 Storm Water Management/Industrial Sewage:

Fill out this section if one of the listed storm water management or industrial sewage activities is planned or present. For reference, a storm water management facility may include a retention or detention pond (wet or dry), catch basins, sediment control, recharge systems (such as infiltration galleries), swales and ditches.

3.7 Septic Systems:

Fill out this section if the property will be serviced by a septic system. Please indicate whether the septic system is existing or proposed. If the existing or proposed septic system has a design capacity of less than 10,000 litres, it is regulated under the Ontario Building Code (OBC). A building permit, obtained through the municipality, is required by the OBC for installation of a new septic system and for the repair/replacement of an existing system. If the existing or proposed septic system has a design capacity of greater than 10,000 litres a day, a provincial Environmental Compliance Approval may be required under the Ontario Water Resources Act. Please contact the local Ontario Ministry of the Environment and Climate Change office for more information.

3.8.1 Water Taking - Private well installed:

Fill out this section if there is an existing well present or a new well being installed on the property. This includes private drinking water wells, environmental test wells, geotechnical wells, irrigation wells, etc. Please indicate whether the well is proposed or existing, and fill out the rest of the section (dug or drilled as well as the approximate construction date) for existing wells only.

3.8.2 Water Taking - Greater than 50,000 litres per day

Fill out this section if more than 50,000 litres per day is being withdrawn from a well or a water body (1 gal = 3.785 gal).

3.9 Transport Pathway

Transport pathways are human constructed pathways through soil and bedrock that may increase the vulnerability of groundwater to certain contaminants.

Please check the first circle if your application will be installing a vertical geothermal system, installation of caissons or building piers for a non-residential application or for a large residential application, aggregate project, or installation of utilities or excavation within fractured bedrock. A road occupancy permit application could indicate when fracture bedrock excavation occurs. If geothermal, please provide construction details including depth, vertical or horizontal, closed loop or open loop in the space provided in Part 2 (on the first page of this document). A large residential application includes multi-story, multi-unit residential developments.

Please check the second circle if there is an existing private well that is not in use. Private wells include environmental and / or geotechnical monitoring wells and domestic wells. If you filled out Section 3.8.1 as private well not in use, Section 3.9 should also be completed.

3.10 Recharge Reduction:

Fill out this section if there is going to be an increase in impervious surfaces on the property. For example, asphalt (driveways and parking areas) and covered areas (roofs, decks and structures). If building within current building envelope then it is not an increase. Please note this box only applies within the Town of Erin.

3.11.1 Fertilizers and/or 3.11.2 Pesticides:

Fill out this if there is storage or use of fertilizer or pesticides for agricultural or commercial use. Do not fill out this section if used only for personal use.

3.11.3 Agricultural - Application, handling and storage of agricultural (i.e. manure) and/or 3.11.4 non-agricultural source material (bio solids):

Fill out this section if there is application, handling or storage of Agricultural Source Material (ASM) (manure) or Non-Agricultural Source Material (NASM) on the property. ASM and NASMs include; manure (ASM) and biosolids, commercial food waste, etc. For more information on NASMs and ASMs please look at fact sheet number 4, available on our website, www.wellingtonwater.ca

3.11.5 Agricultural - Grazing and pasturing of livestock:

Fill out this section if there is any grazing, pasturing or housing of one or more livestock on the property excluding household pets. Livestock can include cows, horses, sheep, goats and other animals. If unsure, please contact Wellington Source Water Protection for clarification. Please give an estimation of the number of animals, as well as the type of animal(s).

3.11.6 Outdoor Confinement Yard:

Fill out this section if there are any livestock including cows, horses, sheep, goats and other animals housed in an outdoor confinement yard on the property. If unsure, please contact Wellington Source Water Protection for clarification. Please give an estimation of the number of animals, as well as the type of animal(s).

3.11.7 Prescribed Instruments

Fill out this section if there are any provincially prescribed instruments that apply to or are registered for the property. This includes Nutrient Management Strategies, Nutrient Management Plans and Non-Agricultural Source Material Plans.

3.12 None of the above are applicable:

Check that none of the above sections in Part 3 are applicable to the application. This section should only be checked if none of the other sections have been checked.

Section 4 - Declaration:

Either the owner or the applicant must sign and date the form.