

Request for Administrative Review

Under Section 8 of O. Reg. 41/24 made under the Conservation Authorities Act

Applicant Information:

Name:	Company:
Address:	City/Town:
Province:	Postal Code:
Tel (Primary):	Email:

Property Information:

Street Address (911):
Municipality:
Lot and Concessions (if rural property):
Registered Plan No. (if applicable):
Roll # (if address not available):

In accordance with the UTRCA's Administrative Review Policies, a request for administrative review applies to permit applications made under Section 28.1 of the *Conservation Authorities Act*, and under the following circumstances. Check all that apply:

- ☐ **S.8(1)(a):** I [the applicant] believe I have submitted all information required for a complete application and I have not received written confirmation from UTRCA staff within 21 days upon submission of the application. I would like confirmation from UTRCA that my application has been received by this office and is complete.

The permit application for my proposed project was submitted on

- ☐ **S.8(1)(b):** I [the applicant] disagree with the UTRCA staff determination that the application for my permit is incomplete.

Please explain:

- ☐ **S.8(1)(c):** I [the applicant] am of the view that the UTRCA staff request for other information, studies or plans is not reasonable.

Please explain.

Signature of Applicant:

Date:

FOR UTRCA STAFF USE ONLY:

Application #:	Date Received:
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