



Planning and
Economic
Development
Department

Application to Amend the Durham Regional Official Plan

Regional Municipality of Durham
Planning and Economic Development Department
605 Rossland Road East, 4th Floor
P.O. Box 623, Whitby, Ontario L1N 6A3
Telephone (905) 668-7711 Facsimile (905) 666-6208

Regional use only

File Number

Date of Receipt

Submission of this application constitutes tacit consent for authorized Regional and area municipal staff representatives to inspect the subject lands or premises, and to carry out any inspections, tests and investigations as may be required.

Pre-Consultation

Pre-consultation is a mandatory part of the application process. Through this process, you will be informed of any requirements that may apply within the Durham Regional Official Plan and from Provincial policies and plans. Prior to submitting this form to the Region, it is required that at least one meeting be held with Regional Planning staff, staff from other Regional Departments, the area municipality, the applicable Conservation Authority and other review agencies as deemed appropriate. Following the meeting, the Planning Division shall prepare a Record of Pre-consultation outlining the information to be provided in order that the application may be deemed complete.

Completeness of the Application

The information in this form must be provided by the applicant. This information must be provided with the appropriate fee(s) and technical information or reports as outlined in the Record of Pre-consultation in order for the application to be deemed complete under the Planning Act. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, if the required information is not provided, the application may be returned until these materials are submitted.

Submission Requirements

Fees: (payable by cheque or money order)

- A non-refundable fee of **\$20,000.00**, payable to the Regional Municipality of Durham, for a privately initiated major amendment, defined as a proposal involving a change in land use designation or policy which requires major technical studies and extensive analysis and consultation.
- A non-refundable fee of **\$7,000.00**, payable to the Regional Municipality of Durham, for a privately initiated minor amendment, defined as a site specific proposal which is small in scale and involves a land use with minor and predictable impacts.
- A non-refundable fee of **\$200.00**, payable to the Regional Municipality of Durham, for any developments based on private, which is the Regional Health Department's review fee.
- A non-refundable fee payable to the applicable Conservation Authority, for lands potentially affected by flooding or erosion or other lands within its jurisdiction. Please contact the appropriate Conservation Authority to determine the exact fee amount (refer to page 11 for contact information).
- A publication fee deposit of **\$1,000.00** (Note: Applicants will be required to pay the actual publication costs associated with the notice requirements of the Planning Act).

Forms and Information:

- **1 original and 14 copies** of the completed application form.
- **8 copies** of technical information and background reports, as detailed in the Record of Pre-consultation.
- **15 copies** of the proposed text and/or map amendments (in black and white, on 8 1/2" x 11" paper).
- **15 copies** of a sketch/concept plan, showing the location of the property, existing features, adjacent land uses, details of the proposed land uses, and the extent of the applicant's land holding (in black and white, on 8 1/2 " x 11" paper).

Please also provide an electronic version of reports/plans. Measurements are to be indicated in metric units.

1 Pre-Consultation

Have you formally consulted with staff of the Region of Durham, area municipality and other agencies prior to submitting this application? Yes No

Date of Record of Pre-Consultation: _____

Parties/Agencies in Attendance: _____

2 Contacts

Owner*

Name _____

Mailing Address _____

Telephone Work _____ Cell _____ Home _____

Fax _____ Email _____

Applicant**

Name _____

Mailing Address _____

Telephone Work _____ Cell _____ Home _____

Fax _____ Email _____

Agent / Primary Consultant

Name _____

Mailing Address _____

Telephone Work _____ Cell _____ Home _____

Fax _____ Email _____

* If more than one owner, please attach a separate sheet. If numbered company, give name and address of principal owner.

** Owner's authorization (Section 12) is required if the applicant is not the owner.

Correspondence to be sent to (select only one):

Owner Applicant / Agent Agent / Primary Consultant

3 Description of Subject Lands

Not Applicable

Location

Area Municipality _____ Area (Hectares) _____

Municipal Address _____

Description

Former Township _____ Lot(s) _____ Concession(s) _____

Legal Description

Registered Plan Number _____ Reference Plan Number _____

Assessment Roll Number _____

Lot(s) / Block(s) _____ Part Number(s) _____

4 Purpose of the Application:

a) What is the current land use designation(s) of the subject land, if applicable? Not Applicable

b) Identify the policy(ies) and / or land use designation(s) to be added, changed, deleted or replaced:

c) Please provide the specific wording of the requested amendment:

5. Provincial Policy

a) Is this application consistent with the Policy Statements issued under subsection 3(1) of the Planning Act? Yes No

b) Explain how the application is consistent with the Provincial Policy Statement (PPS) (incorporate as part of Planning Justification Report if possible).

c) Explain how the application is consistent with Places to Grow, Growth Plan for the Greater Golden Horseshoe (incorporate as part of Planning Justification Report if possible).

d) Is the subject land(s) within an area designated under any of the following provincial plans?

Oak Ridges Moraine Conservation Plan (2002) Yes No

Greenbelt Plan (2005) Yes No

Other (Specify): _____ Yes No

Explain how the application conforms to or does not conflict with each of the applicable Provincial Plan(s) (incorporate as part of Planning Justification Report if possible).

6. Reports:

The application may be deemed incomplete without the submission of the required reports identified in the Record of Pre-consultation.

a) List the title, author and date of any reports attached to this submission, if applicable.

Not Applicable

Title	Author	Date

7. Current and Previous Use of the Subject Lands:

Not Applicable

a) What is the current use of the subject lands?

b) What were the previous uses of the subject lands?

8. Other Planning Applications/Approvals Related to this Application:

Not Applicable

Application Type	File Number	Status
<input type="checkbox"/> Durham Regional Official Plan Amendment		
<input type="checkbox"/> Area Municipal Official Plan Amendment		
<input type="checkbox"/> Local Municipal Zoning By-law Amendment		
<input type="checkbox"/> Subdivision or Condominium Plan		
<input type="checkbox"/> Severance		

9. Servicing:

Please indicate the proposed method of servicing and attach the appropriate information where applicable.

Not Applicable

Method of Sewage Disposal

- Municipal piped sewage system
- Individual septic system
- Other (specify) _____

Method of Water Supply

- Municipal piped water system
- Individual wells
- Individual Surface Water
- Other (specify) _____

Note: All development on individual on-site sewage systems or tanks requires a geotechnical report and hydrogeological report. Before undertaking the preparation of such reports, consult the appropriate approval authority (Area Municipality or Region's Health Department) about the type of geotechnical report and hydrogeological assessment required.

Road Access

- Provincial Highway
- Regional Road
- Local Road
- Other (specify) _____

10. Site Contamination:

The attached **Site Screening Questionnaire** must be completed by a Qualified Person and submitted with this application.

11. Minimum Distance Separation from Existing Livestock Facilities:

If the subject land is within 1000 metres for a Type A land use* and 2000 metres for a Type B land use of an existing livestock barn or manure storage facility, then the attached **Minimum Distance Separation Data Sheet** must be completed and submitted with this application.

* The Ontario Ministry of Agriculture and Rural Affairs, in their MDS Implementation Guidelines states that Type A land uses are characterized by uses that have a lower density of human occupancy, habitation or activity, such as residential dwellings on lots zoned agriculture and Type B land uses are characterized by uses that have a higher density of human occupancy, habitation or activity, such as residential subdivisions or major recreational uses.

12. Owner’s Authorization:

If the applicant is **not** the owner of the subject land, the owner must complete the following written authorization:

Authorization of Owner (please print)

I, _____ own the subject land and I authorize
_____ to make this application.

Date _____

Signature of Owner _____

Authorization of Owner for Disclosure of Personal Information

I, _____ own the subject land and, for the purposes of the Freedom of Information and Protection of Privacy Act, consent to the disclosure of any personal information provided in the processing of this application, under the Planning Act, to any person or public body.

Date _____

Signature of Owner _____

Affidavit or Sworn Declaration of Owner or Applicant

I, _____ of the _____ in the
_____ make oath and solemnly declare that the information in this application, attachments and accompanying reports is true.

Declared before me at the _____ of _____ in the
_____ of _____ this _____
day of _____, _____.

Commissioner of Oaths _____

Signature of Owner or Applicant _____



Planning and Economic Development Department

Site Screening Questionnaire for Identifying Potentially Contaminated Development Sites

Regional Municipality of Durham
Planning and Economic Development Department
605 Rossland Road East, 4th Floor
P.O. Box 623, Whitby, Ontario L1N 6A3
Telephone (905) 668-7711 Facsimile (905) 666-6208

This form must be completed for all development applications and/or non-potable groundwater standard requests where a Phase One Environmental Site Assessment prepared in accordance with Ontario Regulation 153/04, as amended, is not being submitted to the approval authority. If you have any questions about the completion of this questionnaire, please contact the Region's Planning and Economic Development Department at 905-668-7711 or Toll Free 1-800-372-1102.

Landowner Name: _____

Municipal Address (Street Number and Name): _____

Location of Subject Lands: _____

Lot(s): _____

Concession: _____

Registered Plan Number: _____

Former Township: Municipality: _____

Related Planning Application(s) and File Number(s): _____

- a) What is the current use of the property? Circle appropriate use(s): industrial, commercial, community use, residential, institutional, parkland or agricultural. **Note: Daycare uses are defined as institutional.** See Ontario Regulation 153/04, as amended, for definitions.

Does the application involve a change to a more sensitive land use, i.e. change from industrial, commercial or community use to residential, institutional, parkland or agricultural use? Refer to Sections 11, 12, 13, 14 and 15 of O. Reg. 153/04 as amended.

Yes No Uncertain

- b) Is the application on lands or adjacent to lands that are currently or were previously used for the following:

i. Industrial uses?

Yes No Uncertain

If yes, please describe approximate dates and types of industry.

ii. Commercial uses where there is a potential for site contamination, i.e. an automotive repair garage, a bulk liquid dispensing facility including a gasoline outlet, chemical warehousing or for the operation of dry cleaning equipment, etc.?

Yes No Uncertain

If yes, please describe approximate dates and types of commercial activities.

- c) Has the grading of the subject land been changed by adding earth or materials and/or has filling occurred on the subject lands?

Yes No Uncertain

- d) Have the subject lands ever been subjected to chemical spills or hazardous chemical uses i.e. an orchard, where cyanide products may have been used as pesticides?

Yes No Uncertain



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- e) Have the subject lands or adjacent lands ever been used as an agricultural operation where herbicides or sewage sludge have been applied to the property?
 Yes No Uncertain
- f) Have the subject lands or adjacent lands ever been used as a weapons firing range?
 Yes No Uncertain
- g) Are the subject lands on or adjacent to lands identified as a wellhead protection zone or an area of natural significance?
 Yes No Uncertain
If yes, please provide details.

- h) Is the nearest boundary of the application within 250 metres of the fill area of an operating or former landfill or dump, or a waste transfer station or PCB storage site?
 Yes No Uncertain
- i) If there are existing or previously existing buildings, are there any building materials remaining on the site which are potentially hazardous to human health (i.e. asbestos, PCBs, etc.)?
 Yes No Uncertain
- j) Have any of the buildings on the property been heated by fuel oil?
 Yes No Uncertain
- k) Are there or have there ever been above ground or underground storage tanks on the property?
 Yes No Uncertain
- l) Has waste (garbage, solid wastes, liquid wastes) ever been placed on this property?
 Yes No Uncertain
If yes, when? Please provide a description of waste materials:

- m) Have hazardous materials ever been stored or generated on the property (e.g. Has **Hazardous Waste Information Network (HWIN)** registration or other permits been required?)
 Yes No Uncertain
If yes, please summarize details:



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n) Does the subject property support or has it ever supported one or more of the potentially contaminating activities set out in Table 2 of Schedule D of Ontario Regulation 153/04, as amended (see attachment)?

- Yes No Uncertain

If yes, please provide details:

o) Is there any other reason to believe that the subject property may be potentially contaminated based on historical use of this or an abutting property?

- Yes No Uncertain

If yes, please provide details:

If the answer to any of Questions a) through o) was Yes, a Phase One and/or a Phase Two Environmental Site Assessment (ESA) which satisfies the requirements of Ontario Regulation 153/04, as amended, is required. Please submit two hard copies and a digital copy of the ESA documents/reports together with a letter granting the Region third party reliance on these documents and a completed Regional "proof of insurance" form.

p) Has a Record of Site Condition (RSC) or a Risk Assessment (RA) been accepted by the Ministry of the Environment (MOE) or a Certificate of Property Use been issued by MOE for this site?

- Yes No

If yes, please submit two hard copies and a digital copy of the risk assessment, any related certificates of property use and the MOE RSC acknowledgement letter with the application.

q) Is it the owner/applicant's intention to submit a Record of Site Condition (RSC) or Risk Assessment (RA) to MOE for approval?

- Yes No Uncertain

Continued on next page



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Declarations:

If the answer to any of Questions a) through Question q) was Yes, this SSQ form must be completed and signed by both a Qualified Person and by the property Owner(s)/applicant(s). The QP sign-off is not required for: land division applications for lease, mortgage, title correction, re-establishment of lot lines (where title inadvertently merged) or a minor lot line adjustment, or for a minor variance, a minor rezoning (e.g. to add a new non-sensitive land use), and/or a part lot control application where site contamination was recently addressed by a related planning application.

To the best of my knowledge, the information provided in this questionnaire is true, and I do not have any reason to believe that the subject site contains contaminants at a level that would interfere with the proposed property use. I am a qualified person with the required liability insurance in accordance with section 3.1.6 of the Region of Durham Site Contamination Protocol.

Qualified Person:

Name (Please Print): _____

Signature: _____

Name of Firm: _____

Address: _____

Telephone: _____

Fax: _____

E-Mail Address: _____

Date: _____

Property Owner, or Authorized Officer:

Name (Please Print): _____

Signature: _____

Name of Company (if applicable): _____

Title of Authorized Officer: _____

Address: _____

Telephone: _____

Fax: _____

E-Mail Address: _____

Date: _____



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Minimum Distance Separation Sheet

Regional Municipality of Durham
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This form is to be completed when applying for a new non-farm use within 1000 metres for a Type A land use* and 2000 metres for a Type B land use* of an existing livestock facility. **Complete one sheet for each different set of buildings used for housing livestock.**

Owner of Livestock Facility _____

Township _____ Lot _____ Concession _____

Closest distance from livestock facility to the property boundary of the new lot(s) or the change in land use (metres): _____

Closest distance from manure storage to the property boundary of the new lot(s) or the change in land use (metres): _____

Tillable hectares where livestock facility located: _____

Livestock	Livestock Type	Existing Housing Capacity (Number)	Manure System (Specify or select from the drop-down list: Covered Tank, Open Solid Storage, Open Liquid Tank, Earthen Manure Storage)
Dairy	<input type="checkbox"/> Milking Cows <input type="checkbox"/> Heifers		
Beef	<input type="checkbox"/> Cows (barn confinement) <input type="checkbox"/> Cows (barn with yard) <input type="checkbox"/> Feeders (barn confinement) <input type="checkbox"/> Feeders (barn with yard)		
Swine	<input type="checkbox"/> Sows <input type="checkbox"/> Weaners <input type="checkbox"/> Feeder Hogs		
Poultry	<input type="checkbox"/> Chicken Broilers/Roasters <input type="checkbox"/> Caged Layers <input type="checkbox"/> Chicken Breeder Layers <input type="checkbox"/> Pullets <input type="checkbox"/> Meat Turkeys (over 10 kg) <input type="checkbox"/> Meat Turkeys (5 to 10 kg) <input type="checkbox"/> Meat Turkeys (under 5 kg) <input type="checkbox"/> Turkey Breeder Layers		
Horses	<input type="checkbox"/> Horses		
Sheep	<input type="checkbox"/> Adult Sheep <input type="checkbox"/> Feeder Lambs		
Mink	<input type="checkbox"/> Adults		
Veal	<input type="checkbox"/> White Veal Calves		
Goats	<input type="checkbox"/> Adult Goats <input type="checkbox"/> Feeder Goats		
Other	<input type="checkbox"/>		

MDS Prepared by: Name (please print): _____

Signature: _____

*The Ontario Ministry of Agriculture and Rural Affairs, in their MDS Implementation Guidelines states that Type A land uses are characterized by uses that have a lower density of human occupancy, habitation or activity, such as residential dwellings on lots zoned agriculture and Type B land uses are characterized by uses that have a higher density of human occupancy, habitation or activity, such as residential subdivisions or major recreational uses.

For Regional Use Only

Minimum Separation Distance: _____

Does the application comply with MDS requirements? Yes No

Prepared by: _____ Date: _____



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Conservation Authority Fee Collection Form

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P.O. Box 623, Whitby, Ontario L1N 6A3
Telephone (905) 668-7711 Facsimile (905) 666-6208

Please complete the following and attach to your planning application

Check relevant Conservation Authority:

- Central Lake Ontario Conservation Authority**
100 Whiting Avenue, Oshawa, Ontario, L1H 3T3 Tel: (905) 579-0411 Fax: (905) 579-0994
- Ganaraska Region Conservation Authority**
P.O. Box 328, Port Hope, Ontario, L1A 3W4 Tel: (905) 885-8173 Fax: (905) 885-9824
- Kawartha Region Conservation Authority**
277 Kenrei Road, RR #1, Lindsay, Ontario, K9V 4R1 Tel: (705) 328-2271 Fax: (705) 328-2286
- Lake Simcoe Region Conservation Authority**
120 Bayview Parkway, Box 282, Newmarket, Ontario, L3Y 4X1 Tel: (905) 895-1281
Fax: (905) 853-5881
- Toronto and Region Conservation Authority**
5 Shoreham Drive, Downsview, Ontario, M3N 1S4 Tel: (416) 661-6600 Fax: (416) 661-6898

Date: _____

Application Number: _____

Name of Applicant / Agent: _____

Address: _____

Telephone: _____

Fax: _____

Name of Registered Owner: _____

Address: _____

Telephone: _____

Fax: _____

Legal Description (Lot and Concession Numbers): _____

General Location: _____

Municipality: _____

Please consult the Conservation Authority to confirm the appropriate fee prior to completing the applicable boxes below. Please attach the fee made payable to the **appropriate Conservation Authority**.

Application Type	Number of Applications Provided	Fee Amount Provided
Plan of Subdivision		
Plan of Condominium		
Consent / Severance		
Site Specific Official Plan Amendment		
Site Specific Zoning By-law Amendment		
Site Plan Approval (Section 41)		
Minor Variance		

Please check box if receipt required from the Conservation Authority

NOTE: Only one set of application fees (the highest fee) will apply when processing and reviewing consolidated application circulation. Additional fees may apply to applications which require extensive investigation (i.e. reports) by conservation authority staff. The applicant will be informed by letter of these additional fee requirements if applicable.

For Conservation Authority use only		
Date Received _____	CFN: _____	Recipient: _____