



## Agriculture-Related and On-Farm Diversified Business Checklists

As part of the pre-application process, please fill in the checklist below to the best of your ability. This is not a requirement of a formal application, but it will help the Region's Staff and the Township planner to give you the best advice, work with you to reduce potential barriers, and help you to understand what regulations may apply to develop your proposed business. In summary, this is an important step to help streamline the application process and start your business sooner.

The information being requested is to help the Township determine what requirements might apply (or might not apply) to your proposed business, and to help you understand what information may be requested through the application process. If you do not know a specific answer, you may leave the response blank. Where the area or size is requested, you may make an estimate.

---

Is the property in active agricultural use? If so, what are the current agricultural uses on the property?

If there are existing agricultural buildings or structures on the property, what are they? (e.g. greenhouses, livestock facilities, grain storage, implement sheds, etc.)?

Is there a residence on the property that is proposed to be used, or partially used, for the proposed use? Yes      No

What types of existing land uses (activities/businesses) are on the property? If you are unsure, you may list all the uses that occur on the property. List all existing uses on the property and the area they occupy in square metres or hectares:

1. Existing Agricultural uses:



2. Existing agriculture-related uses:

3. Existing on-farm diversified uses:

4. Existing other uses (e.g., forest, wetland, utility corridor, easement, etc.):

What type of business or land use is being proposed? Describe the nature of the proposed use:

What are the surrounding/neighbouring properties uses (e.g. dairy farm, cash crops, farmers market, residences, wetland, settlement area, school, etc.)? Describe the neighbouring uses:

Some businesses might not be compatible with neighbouring uses because of the hours they operate. What are the proposed business hours/days of operation? Please note seasonal differences:

How much additional traffic is anticipated and how will it be accommodated?

Peak traffic per day (number of vehicles)

Average traffic per day (number of vehicles)



Describe how traffic will be managed:

What is the existing road infrastructure?

Is the road paved:            Yes            No

Describe the type of expected vehicle traffic generated by your proposed use (e.g. personal vehicles, agricultural vehicles, commercial vehicles, tractor trailers, etc.):

How will traffic access the site from the road? Describe the existing access(es):

Is the existing access appropriate for the proposed use, e.g., can it handle the expected volume of traffic and vehicle types?

If the existing access is not appropriate, please describe the changes to the existing access or the new access needed to accommodate the proposed use.

How will the potential impacts associated with this new use (activity) be avoided, minimized, and mitigated to be compatible with and enable normal farm practices? Impacts include the removal of land from agricultural production. Describe the potential adverse impacts to agricultural operations in the area and describe measures (e.g. buffering, berms, traffic control, building design, etc.) for how they will be avoided, minimized, and mitigated:



How is the business related to and supportive of agricultural businesses in the area and benefits from close proximity to agricultural operations? Describe how the business supports agriculture in the area (e.g. farm equipment supplies/repairs, process local agricultural products, sell products grown in the area, distribute local agricultural products, etc.):

Is there an existing well and private sewage system or is a new private sewage system and well required to accommodate the proposed business?

---

**Re: Private sewage system:**

**1. Using the existing sewage system**

Was the sewage system permitted and inspected by Durham Region Health Department?	Yes	No
---	-----	----

What use of the building was the sewage system designed for?

Note: A **Change of Use application** is required to evaluate the sewage system.

**2. Installing a new sewage system**

Have you consulted a qualified sewage system installer, designer, or engineer to discuss the proposal?	Yes	No
--	-----	----

Note: **A Building Permit** for the new private sewage system is required from the Durham Region Health Department.

---

**Re: Well:**

Has well water previously been tested for bacteria?	Yes	No
Is there a treatment unit on the well?	Yes	No

**Continue if Your Proposed Business is Defined as an On-Farm Diversified Use**



Does the property have a valid Farm Business Registration (FBR) Number for the farm business that is run on the property? Yes No

Provide the Farm Business Registration Number (if applicable):

Note: If applicants are unable to obtain a valid FBR number, they may seek an exemption from [Agricorp](#).

If the property does not have a valid Farm Business Registration Number, does it have an exemption from AgriCorp? Yes No

What type of business is proposed on the property, and what land area would be occupied? If more than one business is proposed, please indicate and include information for each. List all proposed on-farm diversified use components and the area they would occupy:

Existing and proposed laneway area:

Existing and proposed parking area:

Area of existing and proposed buildings and structures: Outdoor use area (e.g. water and wastewater, landscaped area, playgrounds, storage, walkways, sitting areas, patio/picnic spaces, fire pits, etc.):

Total area for proposed on-farm diversified use m<sup>2</sup>, % of property.

Area for an on-farm diversified use that occupies parts of the farm used by the agricultural use/farming can be discounted. 100% discount for laneways and parking areas, and 50% discount for buildings or structures that are older than ten years old at the time of application. What area is being shared by the existing agricultural use? List the amount of area for the proposed on-farm diversified use that is shared with the agricultural use:

Laneway Area: m<sup>2</sup> Parking Area: m<sup>2</sup>

Agricultural buildings area m<sup>2</sup>



Amount of area to be discounted:

100% of the area for laneways and parking =                      m<sup>2</sup>

50% of the area proposed in existing buildings and structures =                      m<sup>2</sup>

Will any of the proposed on-farm diversified uses be temporary in nature, either in location or over time? (i.e., seasonal business or uses, temporary structure, location rotates on the farm with crops, etc.) If yes, describe the temporary nature of uses and area for each component:

If the proposed on-farm diversified use anticipates visitation from the public, how many visitors/customers are expected to visit?

Visitors/hour:                      average,                      peak

Visitors/day:                      average,                      peak

Visitors/week:                      average,                      peak

If the proposed on-farm diversified use includes hosting events, what is the expected frequency?

Will the proposed use host events?                      Yes                      No

What building/structure (e.g. barn, tent) will be used for hosting the event?

What is the total area of the building/structure being used? Indicate in sq m?

Describe the expected events, including activity, volume, expected times of day and duration, and seasonal variations:

What is the maximum number of occupants you anticipate to host at one time:



Is the design of the proposed on-farm diversified use appropriate for the rural character of the farm and surrounding area? Describe measures to ensure the agricultural/rural character is maintained in the area:

Will you be preparing, selling, or serving food or beverage to the public?

Will you be allowing the public to interact with animals? Yes No

If yes, please **Contact the Health Department - Durham Region** for guidance. The following resource provides information on animal interaction: **Visiting Animals in Public Settings.**

## Contacts

- ✉ Region of Durham Economic Development: [agriculture@durham.ca](mailto:agriculture@durham.ca)
- ✉ Township of Brock Development Services: [planning@brock.ca](mailto:planning@brock.ca)
- ✉ Township of Uxbridge Development Services: [building@uxbridge.ca](mailto:building@uxbridge.ca)
- ✉ Township of Scugog Planning and Development: [planning@scugog.ca](mailto:planning@scugog.ca)



The Regional Municipality of Durham  
Economic Development and Tourism  
 Durham Region, Ontario, Canada  
605 Rossland Road East Whitby, Ontario L1N 6A3

**1-800-706-9857**  
**InvestDurham.ca**

If this information is required in an accessible format, please call 1-800-706-9857 extension 2619.