

Submission of this application constitutes consent for authorized Municipality of Clarington, and circulated agency representatives to inspect the subject lands or premises, and to carry out any inspections, tests and investigations as may be required.

COMPLETENESS OF THIS APPLICATION FORM: When this application is submitted, **ALL** of the following must be provided by the applicant for the application to be considered complete:

- One (1) original copy of the application form, including all of the information requested herein, as prescribed by Section 10 of Ontario Regulation 543/06, made under the Planning Act, with original signatures;
- One (1) original copy of the Pre-consultation Procedures form and the submission of all requested items from the pre-consultation meeting;
- Twenty (20) copies, or as identified in the pre-consultation meeting, of the original application form. These must include all appendices;
- One (1) photocopy of any related Regional Official Plan Amendment Application form, if applicable;
- One (1) copy of the proposed Official Plan Amendment;
- Ten (10) copies and one (1) electronic version, or as identified in the pre-consultation meeting, of any background and/or technical documentation;
- Twenty (20) copies and one (1) electronic version in AutoCAD format, or as identified in the pre-consultation meeting, of a survey or site plan for the subject lands, folded to a size suitable for mailing, showing the location of the property, existing site features, adjacent land uses and site features, details of the proposed land use(s) and the extent of the applicant's land holdings. There will be a charge if Municipal Staff are required to fold these drawings. Please see fee schedule for rates;
- One (1) photo-reduced copy of the survey or plan (8 ½" X 11" or 8 ½" X 14");
- A non-refundable processing fee (see Municipality of Clarington Planning Services Fee Schedule), payable to the Municipality of Clarington (see Schedule 1 for Major Application criteria). An additional fee will be charged to have the application commissioned by Municipal staff;
- A non-refundable processing fee for Planning Department review, payable to the Regional Municipality of Durham. Through the pre-consultation meeting, Regional Staff will advise if the proposed application is major or minor (see Agency Review Fees for Development Applications);
- A non-refundable processing fee for Health Department review, payable to the Regional Municipality of Durham, for any developments based on private services (see Agency Review Fees for Development Applications); and
- A non-refundable processing fee payable to the applicable Conservation Authority, for lands potentially affected by wetlands, flooding, erosion or other lands within its jurisdiction (see Agency Review Fees Development Applications).

When the above information has been received, this submission will be evaluated in order to determine if it is complete. If the Pre-consultation meeting has not been held, or if any of the prescribed information and/or the processing fee(s) is not provided, the Municipality of Clarington Planning Services Department may return the application form, or refuse to further consider the application, until such time as the above noted information has been provided.

NOTES: An additional non-refundable fee will be required from the applicant payable to the Municipality of Clarington for each required additional Open House or Public Meeting (see Fee Schedule).

An additional non-refundable fee will be required from the applicant, payable to the Regional Municipality of Durham, and prior to adopting a non-exempt Amendment to the Official Plan. Please contact the Region of Durham Planning Department to determine the exact fee.

Prior to rendering a final decision on this application, the Municipality shall require written confirmation that all Municipal taxes are current and up to date.

A sign will be required to inform the public of the proposed application on the subject land. The Planning Services Department will advise the applicant of the Public Meeting date and prepare the necessary notice sign text to be erected by the applicant at the applicant's expense.

The application will be circulated to the public bodies that may have an interest. For assistance in completing this form please contact the Municipality of Clarington Planning Services Department.

Appendix No. 1 illustrates the Official Plan amendment application process and is provided for your convenience. Keep all appendices in your file for future reference.

APPLICATION PACKAGE MUST BE SUBMITTED TO:

Planning Services Department
Municipality of Clarington
40 Temperance Street, Bowmanville, Ontario, L1C 3A6
Phone: (905) 623-3379 Toll Free: 1-800-563-1195, Fax: (905) 623-0830

APPLICATION FOR (Check Appropriate Boxes)	FOR MUNICIPALITY OF CLARINGTON USE ONLY
<input type="checkbox"/> Major Application <input type="checkbox"/> Minor Application NOTE: Any Minor application may be considered Major in accordance with Schedule 1.	Related Applications:
	File Number:
	Date Received:

1. CONTACT INFORMATION

Registered Owner ¹ :	Address:	Home:
		Business:
		Fax:
		E-Mail:
Applicant ² :	Address:	Home:
		Business:
		Fax:
		E-Mail:
Agent:	Address:	Home:
		Business:
		Fax:
		E-Mail:
Ontario Land Surveyor:	Address:	Home:
		Business:
		Fax:
		E-Mail:

1.1 Please indicate to whom all correspondence should be sent (one only). This person will act as the Application Coordinator.

Owner Applicant Agent

¹ If there is more than one Owner, please attach a separate page with the required information. If the owner is a numbered company, give the name and address of principal owner.

² Owner's authorization is required if the applicant is not the owner (Section 12).

2. LOCATION OF SUBJECT LAND

Assessment Roll No.	Lot(s)	Concession(s)	Former Township
Registered Plan No(s).	Lot(s) / Block(s)	Reference Plan No(s).	Part Number(s)
Municipal Address (Street No. and Name)		Approximate Area (ha)	PIN No.

3. APPLICATION

3.1 Is the application:

- Site Specific Applicable to a larger area or the entire Municipality

3.2 Does the application propose to change, replace, delete or add a policy to:

- the text (policy) the maps both

3.3 Please indicate whether this land, or land within 120 metres of it, was the subject of any other applications under the Planning Act?

OTHER APPLICATIONS	SUBJECT LANDS			ADJACENT LANDS		
	YES	NO	FILE NO.	YES	NO	FILE NO.
Amendment to Local Official Plan	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Amendment to Regional Official Plan	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Plan of Subdivision / Condominium	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Zoning Amendment	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Minister's Zoning Order	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Consent	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Site Plan Approval / Amendment	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	
Minor Variance	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	

3.4 If **Yes** has been answered one or more times in Section 3.3, please specify the lands affected, the name of the approval authority considering it, the purpose of the application, the status of the application and the effect of the application on the proposed amendment on a separate page and attach. Is the separate page attached?

- YES NO Not Applicable

4. CURRENT LAND USE(S)

4.1 What are the uses of the subject land?

4.2 How the subject land is designated and zoned?

(a) Clarington Official Plan? _____

(b) Secondary Plan? _____

(c) Clarington Zoning By-law? _____

(d) Durham Regional Official Plan? _____

5. PROPOSED AMENDMENT

5.1 Identify the policy, policy number and/or maps the proposed amendment changes, replaces, deletes or adds:

5.2 What are the land uses that the current Official Plan designation authorizes?

5.3 Describe the purpose of the proposed amendment (whether it changes, replaces, deletes or adds a policy and/or designation, including Secondary Plan where applicable):

Attach a copy of the Proposed Official Plan Amendment, including amended text and schedule(s).

5.4 Describe the land uses which would be permitted by the proposed amendment:

5.5 Does the requested amendment alter all or any part of the boundary of an area of settlement or establish a new area of settlement in the Municipality?

YES NO

If **YES**, please indicate the current Official Plan policies, if any, dealing with the alteration or establishment of an area of settlement.

5.6 Does the requested amendment remove the subject land from an area of employment?

YES NO

If **YES**, please indicate the current Official Plan policies, if any, dealing with the removal of land from an area of employment.

6. PROVINCIAL POLICY STATEMENT AND PROVINCIAL PLANS

6.1 Is the proposed amendment consistent with the provincial policy statements issued under subsection 3(1) of the *Planning Act*?

YES NO

6.2 Is the subject land within an area of land designated under any Provincial Plan or Plans (i.e. Oak Ridges Moraine Plan, the Greenbelt Plan or the Growth Plan)?

YES NO

If **YES**, does the proposed amendment conform to or does not conflict with the Provincial Plan or Plans?

YES NO

7. SERVICING

7.1 Indicate below the existing and proposed type of servicing. Any servicing information/reports required, are to be attached.

	EXISTING	PROPOSED
Water Supply System	<input type="checkbox"/> Municipal piped water system	<input type="checkbox"/> Municipal piped water system
	<input type="checkbox"/> Individual wells	<input type="checkbox"/> Individual wells
	<input type="checkbox"/> Other, describe:	<input type="checkbox"/> Other, describe:
Sewage Disposal System	<input type="checkbox"/> Municipal sewage system	<input type="checkbox"/> Municipal sewage system
	<input type="checkbox"/> Individual septic system	<input type="checkbox"/> Individual septic system
	<input type="checkbox"/> Other, describe:	<input type="checkbox"/> Other, describe:
Stormwater Drainage	<input type="checkbox"/> Storm sewers	<input type="checkbox"/> Storm sewers
	<input type="checkbox"/> Ditches/swales	<input type="checkbox"/> Ditches/swales
	<input type="checkbox"/> Other, describe:	<input type="checkbox"/> Other, describe:

7.2 Both a **servicing options report** and a **hydrogeological report** are required if the proposed amendment would permit development on privately owned and operated individual or communal septic systems, and **more than 4,500 litres of effluent** would be produced per day as a result of the development being completed.

NOTE: Before undertaking the preparation of such reports, consult the appropriate approval authority (Municipality of Clarington or the Region’s Health Department) about the type of hydrogeological assessment expected.

8. ACCESS

8.1 Please indicate the method of access to the subject land.

- Provincial Highway
- Regional Road
- Municipal Road, maintained:
 - All Year
 - Seasonally
- Right-of-Way
- By Water

- 8.2 If access to the subject land will be by water only, please indicate the parking and docking facilities to be used and the approximate distance of these facilities from the subject land and the nearest public road.

9. MINIMUM DISTANCE SEPARATION FROM EXISTING LIVESTOCK FACILITIES

- 9.1 Minimum Distance Separation is applied to lands being considered for non-agricultural designations. Is there a livestock barn or manure storage facility located within 1000 metres (3,280 feet) for a Type A land use¹ and 2000 metres (6,561 feet) for a Type B land use² of the boundary of the subject land?

YES NO

If **YES**, please complete the “Minimum Distance Separation – Data Sheet” attached to this application.

¹Type A Land Uses

Industrial
Agricultural-related
Recreational – low intensity
Residential dwelling on an existing lot
Creation of up to three lots

²Type B Land Uses

Residential subdivisions
Multiple residential
Rural residential cluster
Institutional
Recreational – high intensity
Commercial
Expansion of a settlement area

10. OTHER INFORMATION

- 10.1 Is there any other information that may be useful to the Municipality or public bodies reviewing this planning document (e.g. efforts made to resolve outstanding objections or concerns)? If so, explain on a separate page and attach. Is a separate page attached?

YES NO

11. AFFIDAVIT

The following affidavit must be completed prior to submitting this application.

I, _____

of the _____

in the Regional Municipality/City of _____

solemnly declare that the information contained in this application, attachments and accompanying reports are true, and I make this solemn declaration conscientiously believing it to be true and knowing that it is the same force and effect as if made under oath, and by virtue of "The Canada Evidence Act".

Declared before me at the _____

in the Regional Municipality/City of _____

this _____ day of _____

Commissioner of Oaths

Applicant

12. AUTHORIZATION

If the applicant is not the owner of the land that is the subject of this application, the written authorization of the owner (or the written authorization of each owner, in the case of shared ownership) that the applicant is authorized to make the application **must be attached**, or in the case of a single owner, the authorization set out below must be completed by the owner.
Please print.

I, _____

am the registered owner of the land that is the subject of this planning document and I authorize _____ to make this application on my behalf, and for the purpose of the *Municipal Freedom of Information and Protection of Privacy Act* to provide any of my personal information that will be included in this application or collected during the processing of the application.

Date

Signature of Owner

13. CONSENT OF OWNER

Complete the consent of the owner concerning personal information set out below (or the written authorization of each owner in the case of shared ownership).

I, _____
am the registered owner of the land that is the subject of this application for approval of this planning document and, for the purpose of the Municipal Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application. I also agree to allow the Municipality, its employees and agents to enter upon the subject property for the purposes of conducting survey, inspection and tests that may be necessary to the application.

Date

Signature of Owner

14. ACKNOWLEDGEMENT OF THE OWNER FOR ONTARIO MUNICIPAL BOARD APPEALS

The Owner acknowledges and agrees, in the event Council approves the application and it is appealed to the Ontario Municipal Board (OMB) by a third party, the Owner agrees that they will reimburse the Municipality for any municipal cost and disbursements for outside legal counsel and external consultants, for preparation and attendance at an OMB hearing, where the Municipality is requested to actively defend the decision of Council on a third party appeal.

Date

Signature of Owner

SITE SCREENING QUESTIONNAIRE

This questionnaire must be completed for all site specific Official Plan and Zoning Amendment applications, unless a Phase 1 Environmental Site Assessment (ESA) is provided in accordance with the Ministry of Environment’s “Guideline for Use at Contaminated Sites in Ontario”.

1 LOCATION OF SUBJECT LANDS

Lot(s) _____ Concession(s): _____

Former Town, Village or Township: _____

1.1 Is the application on lands or adjacent to lands that were previously used for the following:

- a) Industrial uses? YES NO
- b) Commercial uses where there is a potential for site contamination (e.g., a gas station or a dry cleaning plant)? YES NO
- c) Lands where filling has occurred? YES NO
- d) Lands where there may have been underground storage tanks or buried waste on the property? YES NO
- e) Lands that have been used as an orchard, and where cyanide products may have been used as pesticides? YES NO
- f) Lands or adjacent to lands that have been used as a weapons fire range? YES NO

1.2 Is the nearest boundary of the application within 500 metres (1640 feet) of the fill area of an operating or former landfill or dump? YES NO

1.3 Are there any existing or previously existing buildings and/or building materials remaining on site, which are potentially hazardous to public health (e.g., asbestos, PCB’s, etc.)?
 YES NO

1.4 Is there any reason to believe that the lands may have been contaminated based on previous land use? YES NO

If the answer to any of Questions 1.1 through 1.4 was YES, a Phase 1 Environmental Site Assessment, in accordance with the Ministry of Environment’s *Guideline for Use at Contaminated Site in Ontario*, is required. Please submit two copies with your application. A Phase 1 ESA may subsequently determine that the site is suitable for the proposed use or may recommend the preparation of a Phase 2 ESA.

1.5 Has an Environmental Site Assessment been prepared for this site within the last 5 years, or is an Environmental Site Assessment currently being prepared for this site? YES NO
(If YES, please submit two copies of the Phase 1 Assessment with the application).



APPLICATION TO AMEND THE OFFICIAL PLAN
MUNICIPALITY OF CLARINGTON
PLANNING SERVICES DEPARTMENT

SITE SCREENING QUESTIONNAIRE

The Municipality of Clarington Planning Services Department strongly encourages property owners to consult with a Professional Engineer prior to the completion of the Site Screening Questionnaire. In addition, the Municipality of Clarington will not accept any responsibility or assume any liability for damages to the subject property or adjacent properties as a result of the provision of incorrect information.

I, _____, am the authorized applicant/agent or registered owner of the land that is the subject of this planning document and 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 is contaminated. Sworn (or declared) before me

at the _____

in the Regional Municipality/City of _____

this _____ day of

_____, 20.

Commissioner of Oaths

Signature of Authorized Applicant/Agent
or Owner

MINIMUM DISTANCE SEPARATION

This is to be completed and attached to the application when applying for a new non-farm use within 1000 metres (3,280 feet) for a Type A land use and 2000 metres (6,561 feet) 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: _____ Telephone: (____) _____

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 the manure storage to the property boundary of the new lot(s) or the change in land use (metres) _____
- Tillable Hectares where livestock facility is located: _____

Type of Livestock	Existing Housing Capacity #	Manure System (Check One Box)			
		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 Broiler/Roasters <input type="checkbox"/> Caged Layers <input type="checkbox"/> Chicken Breeder Layers <input type="checkbox"/> Pullets <input type="checkbox"/> Meat Turkeys (>10 kg) <input type="checkbox"/> Meat Turkeys (5 – 10 kg) <input type="checkbox"/> Meat Turkeys (<5 kg) <input type="checkbox"/> Turkey Breeder Layers					
HORSES					

MINIMUM DISTANCE SEPARATION

Type of Livestock	Existing Housing Capacity #	Manure System (Check One Box)			
		Covered Tank	Open Solid Storage	Open Liquid Tank	Earthen Manure Storage
SHEEP <input type="checkbox"/> Adult Sheep <input type="checkbox"/> Feeder Lambs					
MINK – Adults					
WHITE VEAL CALVES					
GOATS <input type="checkbox"/> Adult Goats <input type="checkbox"/> Feeder Goats					
OTHER					

The above information was supplied by:
 (Please print)

Name: _____

Signature: _____

Firm (If Applicable): _____

*The Ontario Ministry of Agriculture and Rural Affairs, in their Minimum Distance Separation Implementation Guidelines state 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 MUNICIPAL USE ONLY

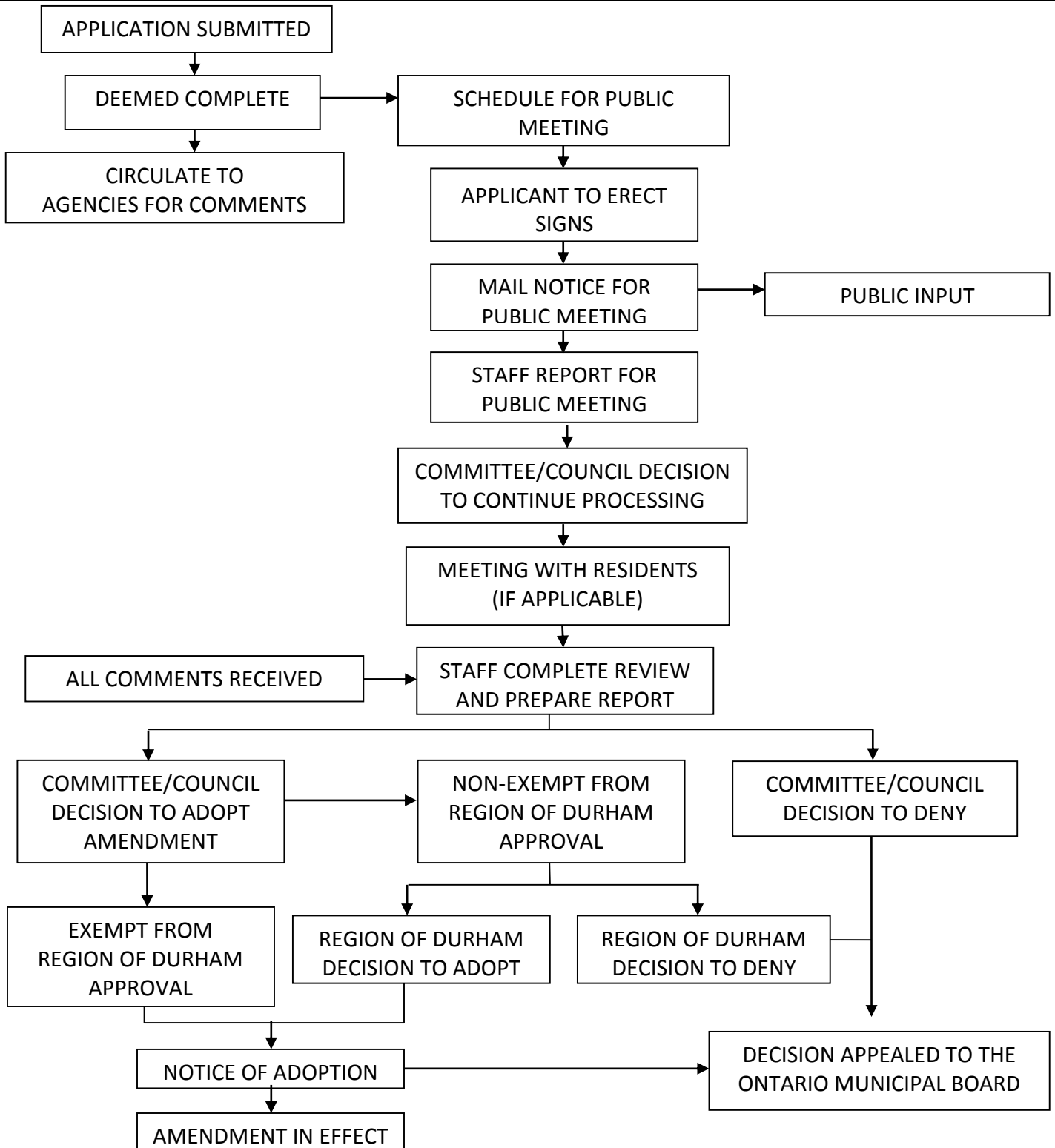
Minimum Separation Distance: _____

Does the Application Comply With the MDS Requirements? YES NO

Prepared by: _____ Date: _____

The following are criteria for determining what constitutes a major Official Plan application:

- New aggregate extraction areas or expansion to existing aggregate extraction areas;
- New golf courses or expansion to existing golf courses;
- New waste facility or expansion to existing waste facility;
- Expansion to urban boundary or re-designation of Future Urban Residential Lands;
- Hamlet expansion where settlement capacity study is required;
- Commercial Development greater than 2500 m²;
- Deletion or addition of arterial or collector road;
- Any application that due to the broader policy implications for the Municipality would require the need to review or manage studies, or any application deemed to be major by the Director of Planning Services.



NOTE: This procedure applies to most applications. The procedure may vary slightly for complex applications.