

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:

- A Site Selection/Justification Report prepared by a qualified professional, such as a land use planner or engineer. The report should identify all antenna systems within the vicinity of the proposed location. It should also include details with respect to the coverage and capacity of the existing antenna systems in the surrounding area and provide detailed evidence as to why co-location on an existing antenna system is not a viable alternative to the construction of a new tower facility;
- Structure/Building-mounted Antenna Systems, Co-location, Alternative Tower structures and compliance with Health Canada's Safety Code 6 shall be addressed in the justification;
- A site plan showing the subject property, including the existing property lines, and/or the leased area (as applicable), site grading, existing and proposed buildings, fences, buffering, existing and proposed landscaping, access, parking and type and height of the proposed Freestanding Antenna System;
- Pictures of the location and the proposed Freestanding Antenna System and associated facilities superimposed on the picture from four directions; north, south, east and west;
- Two sets of stamped engineered drawings to identify the Freestanding Antenna System design, this will be required to submit at time of entering into a Letter of Undertaking with the Municipality;
- A map showing the horizontal distance between the Freestanding Antenna System installation and the nearest residential zone and/or residential dwelling;
- A public notification package;
- A copy of the draft notice and the proposed date on which it will be distributed (no sooner than 14 days from the date of request being submitted), if applicable;
- A copy of the draft notice sign to be posted on the subject property, if applicable;
- Photo Simulations show the proposed antenna system structure in four different directions;

- Any required technical reports, background information and other supporting materials provided to the proponent during or after the pre-consultation meeting; and
- A non-refundable processing fee (see Municipality of Clarington Planning Services Fee Schedule) payable to the Municipality of Clarington. An additional fee will be charged to have the application commissioned by staff.
- A non-refundable processing fee payable to the applicable Conservation Authority, for lands potentially affected by flooding or erosion or other lands within its jurisdiction (see Agency Review Fees for Development Applications).

All plans and reports are to be submitted in in PDF format and must contain the required information as specified in the Municipalities Radiocommunication and Broadcasting Antenna System Protocol.

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 is not provided, the Municipality of Clarington Planning Services Department will return the application form, or refuse to further consider the application, until such time as the above noted information has been provided.

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 and Infrastructure Services Department.

Application Package Must Be Submitted To:

Planning and Infrastructure 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

Part 1: Applicant Information

Is the Applicant different from the Registered Owner?

Yes No

Owner authorization is required if the applicant is not the owner.

Are you an Agent working on behalf of the Applicant/Registered Owner?

Yes No

Who is the Primary Contact?

Owner Applicant/Primary Consultant

If there is more than 1 owner, attach a list of each owner. If the owner is a company, provide the name and address of company owner(s).

Owner

First Name

Last Name

Street Address

Unit

City

Province

Postal Code

Primary Phone

Ext.

Email Address

Applicant or Primary Consultant

First Name

Last Name

Street Address

Unit

City

Province

Postal Code

Primary Phone

Ext.

Email Address

Part 2: Property Information

Location and description of subject land(s)

Municipal Address

Municipal Address

Registered Plan #

Registered Plan #

Reference Plan(s) #

Reference Plan(s) #

Roll #

Roll #

Lot(s)/Block(s) #

Lot(s)/Block(s) #

Lot(s) #

Lot(s) #

Part(s) #

Part(s) #

Concession(s) #

Concession(s) #

Approximate Area (hectares)

Approximate Area (hectares)

Site Statistics

Lot Frontage

Lot Frontage

Approximate Area (meters squared)

Approximate Area (meters squared)

Lot Depth (meters)

Lot Depth (meters)

Easements/Encumbrances/Mortgages

Are there any easements, rights-of-way, restrictive covenants, etc., affecting the subject land(s)?

Yes

No

If yes, please identify below and indicate on a site plan the nature and location of the easement, right-of-way, restrictive covenant, etc. (Attach a separate sheet if necessary.)

[Click or tap here to enter text.](#)

Identify the existing use(s) of abutting properties.

North

South

North

South

East

West

East

West

Part 3: Applicant's Acknowledgements

The applicant hereby acknowledges:

1. The applicant agrees that this application and all studies submitted in support of this application may be made available for public viewing, pursuant to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*.
2. All vegetation on the lands that are subject to this application must be maintained during the processing of this application.
3. No regrading is permitted on-site during the processing of this application.
4. Applicants are advised that there may be additional approvals (i.e., site plan approval, building permits, etc.), and additional fees and charges associated with any development approved in conjunction with this application.
5. Applicants may be required to provide additional information that will assist the Municipality of Clarington in assessing this application.
6. The applicant and owner agree to cooperate with the Municipality of Clarington and its entire staff in allowing Municipal staff to inspect the subject property.

Part 4: Submission of Application - Owner's Authorization

If the applicant is not the owner of the land that is the subject of this application, then written authorization by the owner, authorizing the applicant to prepare and submit the application must be attached, or the owner must complete the authorization set out below.

Is written authorization attached?

Yes No

If no, then the authorization of the Owner for the Agent to prepare and submit the application is required in Section 6.

I, (Applicant First and Last Name) _____ am the owner of the

land that is the subject of this application, and I authorize (Agent First and Last Name)

_____ to prepare and submit this application on my behalf.

Signature

Date

Part 5: Submission of Application – Declaration

Please print in the area below

Dated at the (Town, City, Township, etc.) _____ of (Municipality) _____

this (Day) _____ day of (Month) _____ in the (Year) _____

I, (First and Last Name) _____

in the Regional Municipality of (Region, if applicable) _____

solemnly declare that all the statements contained in this application and all the statements contained in all the exhibits transmitted herewith are true and I make this solemn declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath and by virtue of the *Canada Evidence Act*. I further agree for the purposes of the *Municipal Freedom of Information and Protection of Privacy Act* to 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 of Clarington and its employees and agents to enter upon the subject property for the purpose of conducting inspections, surveys and tests that may be necessary to this application. I further agree to maintain all vegetation on the site and shall not cut or destroy any vegetation or regrade the site during the processing of this application and fully understand and agree to comply with all the Applicant's Acknowledgements as set out on the previous page.

Signature of Owner, Applicant or
Authorized Agent

Date