

Notes

1. Personal information on this form is collected and retained under the authority of the *Municipal Freedom of Information and Protection of Privacy Act*.
2. Studies submitted with the application will be available to the public for review and may be reproduced for public use.

Fees

Applications will not be accepted if all required fees (City, Region & Conservation Authority) are not provided at the time of submission.

City of Pickering

To obtain the City of Pickering's Pickering Official Plan fees view the [Schedule of Application Fees and Information Price List](#).

All fees are to be made payable to the City of Pickering upon submission of the application.

Region of Durham

The City, on behalf of the Region of Durham Planning and Economic Development Department, may collect a fee to cover their review process. Cheques should be made payable to the Region of Durham.

The City, on behalf of the Region of Durham Health Department, may collect a fee to cover a review process to ensure that all changes in use on properties serviced by a private sewage system and well are reviewed. Cheques should be made payable to the Region of Durham Health Department.

The Region of Durham also charges additional processing fees for this application:

- (i) If the applicant requests referral of the application to the Ontario Land Tribunal (OLT), pursuant to Section 22 of the *Planning Act*, the applicant is to submit a fee (certified cheque or money order payable to the Minister of Finance) to the Region's Planning Department with the written referral request; and
- (ii) If a request to refer the application to the OLT pursuant to Section 17 of the *Planning Act*, the applicant is to submit a fee (certified cheque or money order payable to the Minister of Finance) to the Region's Planning Department.

Conservation Authority

The Toronto and Region Conservation Authority (TRCA), may collect a review fee, if the subject property is located in an area regulated by the Conservation Authority (i.e., flood plain, or hazard land). Here is a link to the [TRCA Administrative Fee Schedule](#) (if applicable).

The Central Lake Ontario Conservation Authority (CLOCA), may collect a review fee, if the subject property is located in an area regulated by the Conservation Authority. Here is a link to the [CLOCA Fee Schedule](#) (if applicable).

Completeness of Application

The proponent must provide all required materials identified during the Pre-consultation Meeting including appropriate fee(s) and required plans. If all required materials are not provided, the City of Pickering will return the application form or refuse to further consider it until all the required materials have been provided.

Submission of the Application Form

The City Development Department has moved to digital review and circulation of applications. The following plans/reports must be submitted separately as PDF copies:

- Completed Official Plan Amendment Application form
- Planning Rationale Report
- Conceptual Site Plan
- Phasing Plan (if applicable)
- Preliminary Elevation Drawings
- Topographic Survey
- Proof of ownership
- Any other supporting reports/plans identified in the associated pre-consultation review

All drawings must be scaled in metric.

All PDF documents must be accessible in order to meet the Province's *Accessibility for Ontarians with Disabilities Act* (AODA) Information and Communications Standards. The accessible format must be compatible to Adobe Acrobat XI or higher, meeting WCAG 2.0 Level AA standards.

In addition, the City requires the proponent to provide a copy of the proposed site plan, in a format that is compatible with or the same as the following:

- ArcGIS Desktop 10.7.1
- ArcGIS Pro 2.6.1
- AutoCAD Map 3D 2018

The AutoCAD or GIS files submitted by the proponent must be georeferenced and define a geographic coordinate system of NAD83 UTM Zone 17N.

If you have any questions, please do not hesitate to contact the Pickering City Development Department at 905.420.4617 or 905.683.2760.

Application for (Check Appropriate Box)	City of Pickering Use Only
<input type="checkbox"/> Major Pickering Official Plan Amendment <input type="checkbox"/> Minor Pickering Official Plan Amendment	File Number:
	Application Fee:
	Date Received:

1. Contact Information

1.1 **Name of Registered Owner** _____
 Address _____ Postal Code _____
 Telephone _____ Email Address _____

1.2 **Name of Agent** _____
 Address _____ Postal Code _____
 Telephone _____ Email Address _____

1.3 Matters related to the application should be addressed to (check one)

Owner Agent

1.4 Proof of ownership accompanying application (check one)

Copy of front page of deed Parcel Registry

2. Location of property and general information

2.1 Municipal Address (if applicable): _____
 Lot(s) _____ Concession _____
 Reg. Plan Number(s): _____ Reg. Plan. Lot(s)/Block(s): _____
 Assessment Roll Number(s) _____

2.2 Property Area: _____(ha)

2.3 Existing Official Plan designation(s) and permitted uses:

Durham Region Official Plan: _____

Pickering Official Plan: _____

2.4 Existing Land Use(s): _____

2.5 Surrounding Land Uses(s): _____

2.6 Requested Amendment/Proposed Land Use(s): _____

2.7 Provide a copy of the proposed amendment on a separate sheet indentifying whether the proposed amendment changes, replaces, or deletes a policy in the Official Plan.

2.8 Describe the details of the proposal (i.e., proposed land uses, building location, height, size, density, floor area, parking ratios, method of servicing, etc.)

2.9 Are the subject lands, or lands within 120 metres of the subject lands, the subject of an application for approval of a consent, site plan, minor variance, zoning by-law amendment or Minister's zoning order amendment application?

If **yes**, indicate the type(s) of application(s), the address, the file number(s), the status of the application(s), and its effect on the proposed amendment:.

2.10 List all support documents/reports included with this proposal.

2.11 Is this a resubmission of a previous application?

If **yes**, give previous file number _____

3. Other Applications

3.1 Does this application conform to the Durham Regional Official Plan?

If **no**, a Regional Official Plan Amendment application is needed. Has such an application been submitted to the Regional Municipality: Yes No

If **yes**, please state the File number _____

3.2 Are there any other planning applications (e.g., subdivision/condominium plan or site plan) for the area covered by this Amendment?

If **yes**, please list the applications under consideration, with the applicable file number(s), land affected, purpose, stage in the planning process and explain how they relate to this application. Please attach a separate sheet if necessary.

3.3 Are there any other Official Plan Amendment or other planning applications that have a bearing on this amendment or that are adjacent to this site?

If **yes**, please list those applications by file number, land affected, purpose and stage in the planning process, and explain how they relate to this application. Attach additional sheets or maps, if required.

4. Compatibility with Provincial Interests

The table below generally identifies matters of compatibility with Provincial interests. A Planning Rationale Report, which addresses all matters that apply to the proposed Amendment, must be included in the application.

Notes

1. This form will be used to streamline the circulation of the proposed Amendment. Early identification of matters of compatibility with Provincial interests, and any potential resulting impacts, will facilitate the processing of this application.
2. Every line of this table must be completed.

Planning Information	Does or May Apply Yes/No	Report Name and Page
Compatibility with the Official Plan		
Compatibility with Official Plan policies, goals and objectives (other than those policies that are the subject of this amendment)		
Agricultural Lands		
Agricultural Lands		
Community Development		
Community Amenities, including school sites		
Cultural heritage, including archaeological sites, heritage buildings and landscapes, and cemeteries		
Modified or reduced development standards		
Provision of affordable housing		
Public transportation, and active transportation (i.e., walking and cycling)		
Roads and access		
Natural Heritage and Related issues		
Significant Natural Heritage & Hydrologic Features and Areas of Natural and Scientific Interest (ANSIs)		

Planning Information	Does or May Apply Yes/No	Report Name and Page
Non-Renewable Resources		
Mineral aggregates		
Petroleum and non-aggregate minerals		
Public Health and Safety		
Air quality/odours, particulates and noise		
Contaminated Soils		
Flood Plains		
Problems due to former uses (landfills, disused mines, etc.)		
Railways		
Regional Issues		
Oak Ridges Moraine		
Other		
Servicing and Related Issues¹		
Municipal sewage and water systems ²		
On-site sewage disposal		
Water supply		
Stormwater management		

¹ If private wells, on-site sewage disposal and/or communal systems are proposed, the following section must be completed.

² The municipality must confirm with the Region that sewage, pollution control plant and water treatment capacities are available for this development.

4.1 Provincial Policies, Plans and Interests

1. Indicate how the requested amendment is consistent with Provincial Policy.

2. Is the subject land within an area of land designated under any Provincial plan ? If **yes**, indicate how the requested amendment conforms with the respective plan(s).

5. Individual wells and sewage disposal systems and communal systems

- 5.1 Residential/dry industrial use, five or fewer lots/units, averaging one hectare in size, serviced by individual drilled wells and private sewage disposal systems.

Yes No

Studies required with this submission: A site servicing plan and soil suitability report for private sewage disposal systems may be requested by the Region's Health Department. Preconsultation with the Region's Health Department is recommended.

- 5.2 Residential/dry industrial use, greater than five lots/units, serviced by individual drilled wells and private sewage disposal systems.

Yes No

Studies required with this submission: Servicing option report on the various servicing options and justification for the proposed method of servicing; a detailed site servicing and grading plan; a detailed soil suitability report for sewage disposal systems; and a hydrogeological report for impacts on groundwater.

- 5.3 Residential/dry industrial use, serviced by municipal and private services (i.e., municipal water supply and private sewage disposal system).

Yes No

Studies required with this submission: Same as 5.2 above.

5.4 Residential/dry industrial use, serviced by communal systems.

Yes No

Studies required with this submission: Same as 5.2 above and may also include additional reports on matters such as the collector systems and stormwater management.

6. Information for Official Plan Amendments that originated with an application for a development proposal (do not complete for policy based or area wide OPA's):

Land Uses for the Site and Surrounding Area

6.1 What was the previous use of the property?

6.2 Sub-surface rights

Are the sub-surface rights and the surface rights to the property held by the same owner? If **no**, who owns the sub-surface rights?

6.3 Contaminated soils

1. Has a soils investigation report been prepared for the site?

If **yes**, a copy of the report is required. Report attached? Yes

2. Has there been industrial use of the site? Yes No

3. Has there been filling on the site? Yes No

4. Is there any reason to believe the site may have been contaminated by former uses on the site or adjacent sites?

If **yes** to any of the above, then a study showing all former uses of the site, and/or, if appropriate, the adjacent site, is required. This study must be prepared by a qualified consultant. Report attached Yes

6.4 Airport

1. Is there an airport nearby? If **yes**, distance from site? _____ metres

If **yes**, answer the following questions:

2. Does the application include any of the following uses: residential, passive use park, school, daycare, library, church, theatre, auditorium, hospital, nursing home, camping or picnic area? If so, is the site:
- a. between the 28 and 35 Noise Exposure Forecast/Noise Exposure Projection (NEF/NEP) contours? Yes No
- b. at or above the 35 NEF/NEP contours? Yes No

If **yes**, the application will not be approved.

3. Is the application for any of the following uses: Hotel, motel, retail or service commercial, office, athletic field, playground, stadium or outdoor swimming pool, and is the NEF/NEP contour greater than 30?

If **yes**, a noise feasibility study is required. Report attached? Yes

4. Is the application for any of the following uses: industrial, warehousing, arena, general agriculture and/or animal breeding, and is the NEF/NEP contour greater than 35?

If **yes**, a noise feasibility study is required. Report attached? Yes

6.5 Industrial Uses

For questions 6.5.1 and 6.5.2 only, sensitive uses include residences, schools, hospitals, senior citizens homes, environmentally sensitive areas and other similar uses.

1. Is the application for industrial uses within 300 metres of a sensitive use or zoning/official plan designations that permits sensitive uses?

Yes No

2. Is the application for a sensitive use: Yes No

- a. within 300 metres of industrial uses or zoning/official plan designations that permit such uses?

Yes No

- 6.6 Is the application on private services (sewage and/or water) and adjacent to a water body?

Yes No

- 6.7 Does this application propose lake filling?

Yes No

7. On-Site uses or Adjacent uses (within 500 metres)

Please fill in the following table and attach all required studies. The uses listed below are the ones which may require special treatment.

	On-site or Adjacent Use (within 500 metres)	Yes On-site	Yes Off-site How close in metres?	No	Action Required
a.	industrial				<ul style="list-style-type: none"> residential and other sensitive uses will require a separation distance a land use compatibility assessment may be required
b.	active railway lines (except minor branch lines)				<ul style="list-style-type: none"> if within 50 metres, a feasibility study (noise, safety, etc.) is required new sensitive uses within 75 metres shall require a vibration impact study and a railway corridor safety study Report attached? <input type="checkbox"/> Yes
c.	agriculture				<ul style="list-style-type: none"> residential and other sensitive uses may require a separation distance
d.	all controlled access highways or freeways, including designated future ones				<ul style="list-style-type: none"> if within 50 metres, a noise study is required Report attached? <input type="checkbox"/> Yes
e.	landfill/dumps (open or closed)				<ul style="list-style-type: none"> residential and other sensitive uses will require a separation distance a land use compatibility assessment may be required
f.	pit site for sand, gravel, clay, etc.				<ul style="list-style-type: none"> residential and other sensitive uses will require a separation distance a land use compatibility assessment may be required
g.	provincial highway				<ul style="list-style-type: none"> if access is from the highway, a traffic management study may be required
h.	quarry (open or closed)				<ul style="list-style-type: none"> residential and other sensitive uses will require a separation distance a land use compatibility assessment may be required

	On-site or Adjacent Use (within 500 metres)	Yes On-site	Yes Off-site How close in metres?	No	Action Required
i.	sewage treatment plant				<ul style="list-style-type: none"> residential and other sensitive uses will require a separation distance a land use compatibility assessment may be required What is the capacity of the plant?: _____ cubic metres/day
j.	waste stabilization pond				<ul style="list-style-type: none"> residential and other sensitive uses will require a separation distance a land use compatibility assessment may be required

8. Agricultural Code of Practice (Minimum Distance Separation)

Is there one or more livestock barns or manure storage facilities located within 500 metres of the boundary of the subject land?

If **yes**, please complete the attached “Minimum Distance Separation Form”, and return it with your application. Please fill out one “Minimum Distance Separation Form” for each livestock barn and associated manure storage facility.

9. Other Information

Is there any other information available that may be useful to the City in reviewing this application? If so, please explain below. If additional space is required, please attach additional pages.

10. Owner's Acknowledgement

- 10.1 The Owner agrees that this application and all materials 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, 1989*.
- 10.2 The Owner acknowledges and agrees to pay the full cost of any peer reviews requested by the City for the review of the materials submitted in support of this application.
- 10.3 All vegetation on the lands that are subject to this application must be maintained during the processing of the application.
- 10.4 No regrading is permitted on site during the processing of the application.
- 10.5 Owners are advised that there may be additional approvals (i.e. site plan approval, building permit, etc.) and additional fees and charges associated with any development approved in conjunction with this application.
- 10.6 Owners may be required to provide additional information that will assist the City of Pickering in assessing the application.
- 10.7 The Owner agrees to permit City staff, as well as all relevant agencies, to enter and inspect the subject property.

Dated at the _____ of _____ this _____ day of _____, in the year of _____ I, _____ in the _____ of _____ 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 agree to comply with all of the Owner's Acknowledgements as set out above.

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

Signature of Owner or Authorized Agent

A Commissioner, etc.

11. Authorization

If the agent is not the owner of the land that is subject of this application, written authorization by the owner must be attached or the authorization set out below must be completed by the owner.

I, _____ am the owner of the land that is subject to this application and	
I authorize _____ to make this application on my behalf.	
Date _____	Signature of Owner _____

1. Owner of Livestock Facility _____
 Telephone _____ Twp _____
 Lot _____ Concession _____
2. Closest distance from livestock facility to the property boundary of the new lot(s) or the change in land use _____ metres.
3. Closest distance from manure storage to the property boundary of the new lot(s) or the change in land use _____ metres.
4. Tillable hectares where livestock facilities located _____

Type of Livestock	Existing Housing Capacity Number	Manure System (check one box)			
		Covered Tanks	Open Solid Storage	Open Liquid Storage	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 (>10kg) <input type="checkbox"/> Meat Turkeys (5-10kg) <input type="checkbox"/> Meat Turkeys (<5kg) <input type="checkbox"/> Turkeys Breeder Layers					
Horses					

Type of Livestock	Existing Housing Capacity Number	Manure System (check one box)			
		Covered Tanks	Open Solid Storage	Open Liquid Storage	Earthen Manure Storage
Sheep <input type="checkbox"/> Adult Sheep <input type="checkbox"/> Feeder Lambs					
Goats <input type="checkbox"/> Adult Goats <input type="checkbox"/> Feeder Goats					
Mink – Adults					
White Veal Calves					
Other					

The above information was supplied by:

Name

Signature

Firm (if applicable)