



**THE CORPORATION OF THE TOWNSHIP OF UXBRIDGE**

**OFFICIAL PLAN AND ZONING BY-LAW AMENDMENT APPLICATION**  
(under Sections 22 and 34 of the Planning Act)

For Township Use Only				
Township File Number :	Date of Receipt:	Payment of Required Fees:	Completion Initial Evaluation:	Date Circulated (if application deemed complete):

***PLEASE TYPE OR USE BLACK INK FOR REPRODUCTION PURPOSES. WHERE ADDITIONAL SPACE IS REQUIRED PLEASE ADD PAGES AT THE BACK OF THE APPLICATION IDENTIFIED BY THE SECTION NUMBER.***

**IF THE APPLICATION IS FOR AN OFFICIAL PLAN AMENDMENT ONLY, WITH NO AMENDMENT TO THE ZONING BY-LAW, DO NOT COMPLETE SECTIONS WHICH ARE ASTERISKED**

**PART A: PRESCRIBED INFORMATION UNDER SECTIONS 22(4) AND 34(10.1) OF THE PLANNING ACT AND RELATED MATTERS**

**1. Specify (x) the type of application being submitted:**

Township of Uxbridge Official Plan Amendment ( )      Zoning By-law Amendment ( )

**2. Date of Application Submission: \_\_\_\_\_**

**3. Name of Owner:** \_\_\_\_\_ **Tel No.:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Fax No:** \_\_\_\_\_  
**Postal Code:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**4. Name of Applicant:** \_\_\_\_\_ **Tel No.:** \_\_\_\_\_  
**Address:** \_\_\_\_\_ **Fax No.:** \_\_\_\_\_  
**Postal Code:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**5. Name of Authorized Agent (if any):**\_\_\_\_\_

Address:\_\_\_\_\_ Tel No.: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Fax No.: \_\_\_\_\_

Email: \_\_\_\_\_

**6. Please specify (x) to whom all communication should be sent:**

Owner ( )                      Applicant ( )                      Agent ( )

**\*7. Names and Addresses of the holders of any mortgages, charges or other encumbrances in respect of the subject property (if known):**

	Name	Address
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

**8. Description of land for which application is being made.**

(a) Legal description (Lot, Concession, Registered Plan and/or Reference Plan):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Municipal Address (Street and Number):

\_\_\_\_\_

(c) Roll Number\_\_\_\_\_

(d) Frontage\_\_\_\_\_ m      Depth \_\_\_\_\_ m      Area \_\_\_\_\_ ha

**9. Existing land use:**

(a) What are the existing use(s) of the subject land?

\_\_\_\_\_

(b) Are there any existing buildings on the subject lands?                      Yes                      No

**If yes:**

<b>Type of Building / Structure</b>	<b>Date Constructed</b>	<b>Setbacks (metric)</b>			<b>Height (metric)</b>	<b>Dimensions or Floor Area (metric)</b>
		<i>Front Lot Line</i>	<i>Rear Lot Line</i>	<i>Side Lot Line</i>		

(c) If known:

Date the subject land was acquired by the current owner \_\_\_\_\_

Date any existing buildings/structures on the subject lands were constructed \_\_\_\_\_

Length of time the existing uses of the subject land have continued \_\_\_\_\_

## 10. Proposed Changes

(a) The uses proposed for the subject lands \_\_\_\_\_

(b) Are there any buildings or structures proposed to be built on the subject lands?

Yes ☐ No ☐

**If yes:**

<b>Type of Building / Structure</b>	<b>Setbacks(metric)</b>			<b>Height (metric)</b>	<b>Dimensions or Floor Area (metric)</b>
	<i>Front Lot Line</i>	<i>Rear Lot Line</i>	<i>Side Lot Line</i>		

(c) Please describe the purpose of the proposed Official Plan amendment.

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(c) Does the proposed amendment to the Official Plan change, replace or delete a policy in the Plan? If so, please identify the policy or policies and describe the general nature of the proposed change. In addition, a copy of the proposed changes should be attached to the application.

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- (e) Does the proposed amendment to the Official Plan propose to add a policy to the Plan? If so please describe the purpose of the amendment in general terms and attach a copy of the policy to the application.

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- (f) What is the current designation of the subject land in the Official Plan and the land uses that the designation authorizes?

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- (g) Does the proposed amendment change or replace a designation in the Official Plan and, if so what is the designation to be changed or replaced? A copy of the requested schedule and related text should be attached to the application.

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- \*(h) Current Zoning: 

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- \*(i) Nature and extent of the rezoning requested:

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- (j) If the requested amendment alters all or any part of the boundary of an area of settlement or establishes a new area of settlement, identify the current official plan policies, dealing with the alteration or establishment of an area of settlement.

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- (k) If the requested amendment removes the subject land from an area of employment, the current official plan policies, dealing with the removal of land from an area of employment.

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- \*(i) If the subject land is within an area where the Township has predetermined the minimum and maximum density requirements or the minimum or maximum height requirements in the Official Plan, what are the relevant requirements and a statement as to how the proposal conforms to them.

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- \*(j) If the subject land is within an area where zoning with conditions may apply, an explanation of how the application conforms to the official plan policies relating to zoning with conditions:

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## 11. Previous Applications

- (a) Whether the subject land or land within 120 metres is the subject of an application by the applicant under the Planning Act for:

(i)	a minor variance	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(ii)	a consent	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(iii)	official plan amendment	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(iv)	a zoning by-law	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(v)	Minister's zoning order	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(vi)	plan of subdivision	Yes <input type="checkbox"/>	No <input type="checkbox"/>
(vii)	site plan	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If the response to any of subsections (i) through (vii) is "Yes", the following information about each application should be provided as an attachment to this application:

- (i) file number;
- (ii) name of the approval authority considering the application;
- (iii) the land it affects;
- (iv) its purpose;
- (v) its status; and,
- (vi) its effect on the requested official plan amendment.

- \*(b) If known, whether the subject land has ever been the subject of a previous application under the Planning Act for approval of a plan of subdivision or for a consent:

Yes ☐ No ☐

If yes, File #: \_\_\_\_\_ status of application: \_\_\_\_\_

- \*(c) If known, whether the subject land has ever been the subject of a previous application under section 34 of the Planning Act:

Yes ☐ No ☐

If yes, File #: \_\_\_\_\_ status of application: \_\_\_\_\_

- \*(d) If known, whether the subject land has ever been the subject of a Minister's Zoning Order:

Yes ☐ No ☐

If yes, Ontario Regulation #: \_\_\_\_\_

## 12. Proposed Servicing

Complete the following in full, including whether all identified technical information requirements are attached. Before undertaking any action consult with appropriate authorities to determine details.

### (a) Water Supply

Service Type	Development Proposed	Yes/No	Studies Required Now	Attached
Municipal piped water system	Any development on municipal services		Confirmation of service capacity will be required during processing	
Municipal/Private communal water system	More than 5 lots/units and non residential where water used for human consumption		Servicing options statement and hydrogeological report	
	5 or less lots/units and non residential where water used for human consumption		Hydrogeological sensitivity certification	
Individual private wells	More than 5 lots/units and non residential where water used for human consumption		Servicing options statement and hydrogeological report	
	5 or less lots/units and non residential where water used for human consumption		Hydrogeological sensitivity certification	
Other	To be described by applicant		To be determined	

(b) **Sewage Disposal**

Service Type	Development Proposed	Yes/No	Studies Required Now	Attached
Municipal piped sewage system	Any development on municipal service		Confirmation of service capacity will be required during processing	
Municipal/Private communal sewage system	More than 5 lots/units or more than 4500 litres per day effluent		Servicing options statement and hydrogeological report	
	5 or less lots/units or less than 4500 litres per day effluent		Hydrogeological sensitivity certification	
Individual private septic systems	More than 5 lots/units or more than 4500 litres per day effluent		Servicing options statement and hydrogeological report	
	5 or less lots/units or less than 4500 litres per day effluent		Hydrogeological sensitivity certification	
Other	To be described by applicant		To be determined	

\*(c) **Storm Drainage**

Service Type	Development Proposed	Yes/No	Studies Required Now	Attached
Piped Sewers	Any development or piped service		Preliminary stormwater management plan. Stormwater management study may be required during application processing.	
Ditches	Any development or non-piped service			
Swales	Any development or non-piped service			
Other				

\*(d) **Property Access**

Is access provided by:

Provincial Highway ( )

Municipal Road ( )

Regional Road ( )

Private Road ( )

Water ( )

*If access to the subject land is by water only, describe the parking and docking facilities used or to be used and the approximate distance of these facilities from the subject land and the nearest public road:*

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**11. Provincial Policy**

- (a) Is the requested amendment(s) consistent with policy statements issued under subsection 3(1) of the Planning Act? (explain)

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- (b) Are the subject lands within an area of land designated under any provincial plan or plans? (explain)

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If **yes** to (b), does the application conform to or not conflict with the applicable provincial plan or plans? (explain)

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**PART B: TOWNSHIP REQUIRED INFORMATION UNDER SECTIONS 22(5) AND 34(10.2) OF THE PLANNING ACT**

In accordance with the Township Official Plan, a number of materials, plans and studies may be required to be submitted depending on the nature of the application. These requirements are set out in Part E of this application, List of Materials required to be submitted to constitute a complete application. The precise requirements for each application will be determined at the Pre-consultation meeting, however, to assist the Township in determining the exact information requirements the applicant is requested to provide the following information.

1. Section 3.3 of the Township Official Plan, indicates that in considering an amendment to the Township Official Plan regard shall be had to a number of criteria, in addition to those specified in the remainder of the Plan. Outline the justification for the proposed Official Plan amendment with respect the criteria in Section 3.3 of the Plan, any relevant criteria in the Plan, the Regional Plan and any provincial plans. The justification report should be prepared by a qualified professional planner and attached to the application.
2. Does the site or adjacent lands include any significant trees or other natural features?  
  
\_\_\_\_\_
3. Is the site adjacent to any significant source of noise or vibration (e.g. railway, major road, major industrial use)?  
  
\_\_\_\_\_
4. Does the site include a building or structure designated under the Ontario Heritage Act?  
  
\_\_\_\_\_
5. Are there any indications that the subject lands include any archaeological features?  
  
\_\_\_\_\_
6. Potentially Contaminated Land (complete attached Site Contamination Screening Questionnaire)
- 6.1 Has there been an industrial or commercial use of the site?  
Yes ☐ No ☐ Last Year of Use \_\_\_\_\_
- 6.2 Has there been filling on the site or subject land?  
Yes ☐ No ☐ Last Year of Use \_\_\_\_\_

6.3.1 Is there reason to believe that the site may have been contaminated by former uses on the site or adjacent sites? (i.e. gas stations, petroleum or other fuel stored on site or adjacent site)?

Yes ☐

No ☐

Last Year of Use \_\_\_\_\_

If **YES**, then an environmental investigation including all former uses of the site, and if appropriate the adjacent site is required. The study must be prepared by a qualified consultant.

Report attached? Yes ☐

If **NO**, on what basis was this determined.

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**PART C: AFFIDAVITS REQUIRED AS PART OF THE PRESCRIBED INFORMATION  
UNDER SECTIONS 22(4) AND 34(10.1) OF THE PLANNING ACT AND RELATED  
MATTERS**

**1. CERTIFICATE - (to be signed by Owner, if Agent has been appointed)**

As of the date of this application, I am the registered Owner of the lands described in this application, and I have examined the contents of this application and hereby certify that the information submitted with the application is correct insofar as I have knowledge of these facts, and I concur with the submission of this application by

\_\_\_\_\_ of \_\_\_\_\_  
who I have appointed as my Agent.

Date: \_\_\_\_\_

Signed: \_\_\_\_\_  
Signature of Owner

**2. AFFIDAVIT**

I, \_\_\_\_\_ of the \_\_\_\_\_ in the Region of

\_\_\_\_\_ solemnly declare that all the above statements contained herein and in all 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 "The Canada Evidence Act".

DECLARED BEFORE ME AT \_\_\_\_\_

in the \_\_\_\_\_

this \_\_\_\_\_ day of \_\_\_\_\_, 20

\_\_\_\_\_  
Registered Owner(s) or Agent

\_\_\_\_\_  
A Commissioner, etc.

**NOTICE OF COLLECTION  
MUNICIPAL FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT**

Personal information collected on this form is collected under the authority of the *Planning Act* as amended, and will be used to assist in making a decision on this matter. All names, addresses, opinions and comments will be made available for public disclosure. Questions regarding this collection should be forwarded to The Manager, Development Services, Township of Uxbridge, 51 Toronto Street South, P.O. Box 190, Uxbridge, Ontario L9P 1T1, telephone 905-852-9181.

**PLANNING FEES AGREEMENT**

**THIS AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

B E T W E E N:

**THE CORPORATION OF THE TOWNSHIP OF UXBRIDGE**

(the “Township”)

OF THE FIRST PART

- and -

\_\_\_\_\_  
(the “Applicant”)

OF THE SECOND PART

**WHEREAS** the Applicant has applied to the Township for \_\_\_\_\_ (the “Application”) pertaining to certain lands more particularly described in Schedule “A” hereto (the “Lands”);

**AND WHEREAS** the Applicant is the owner of the Lands.

**AND WHEREAS** all the costs, charges, fees and disbursements incurred by the Township in relation to the Application will be charged as a fee to the Applicant pursuant to Township By-law No. 2016-149, as will be amended from time to time (the “Fees By-law”);

**AND WHEREAS** the Township requires the Applicant to enter into an agreement with the Township pursuant to the Fees By-law, which Agreement will provide that the Applicant reimburse the Township for all of its costs, charges, fees, and disbursements in connection with the processing of the Application including, but not limited to, its legal, engineering, planning, consulting and other costs, whether by staff, retained consultant or otherwise, incurred by the Township in connection with the Application, and any other proceedings involving the Application before the Courts or any tribunal (“Township Costs”);

**AND WHEREAS** the Applicant represents and warrants that it has all the necessary authorizations and permissions to enter into this Agreement and that may be required for any purpose in connection with this Agreement and the Application, and the Applicant acknowledges and agrees that the Township relies on this representation and warranty in entering into this Agreement;

**NOW THEREFORE THIS AGREEMENT WITNESSETH** that in consideration of the mutual covenants hereinafter contained and for other good and valuable consideration, the receipt of which is hereby acknowledged, the parties hereto hereby covenant and agree as follows:

1. **Commencement of Proceeding:** Thirty (30) days prior to the commencement of any court, Ontario Municipal Board or other tribunal proceeding in connection with the Application, the Applicant and the Owners shall pay a Security Deposit above which shall be determined based on the expected duration of the hearing and complexity of the file and shall keep this security posted with the Township until all Township accounts have been paid in full following completion of the proceeding and until any and all Court, or tribunal hearings, pre-hearings, conferences or proceedings in connection with the Application are finally disposed of and a final decision has been rendered, or are fully and completely withdrawn, and all appeal periods with respect to same have expired.

2. **Township Accounts:** The Township will render monthly invoices to the Applicant for Township Costs incurred. Such accounts shall be due and payable within thirty (30) days after same are rendered by the Township and failure to pay such accounts within thirty (30) days from the date thereof shall result in interest being added thereto at the rate of 1¼ percent (1.25%) per month (fifteen percent per annum), until such time as payment in full is received by the Township. Nothing in this Agreement shall be interpreted to remove the right of the Applicant or the Owners to dispute an account rendered by the Township in connection with the Township Costs. Failure to pay Township accounts may result in such amounts being added to the tax roll pursuant to the Municipal Act. Notwithstanding the above, the Treasurer of the Township of Uxbridge reserves the right to add accounts outstanding to the tax roll, if in their opinion it is warranted, at any-time and without notice.
3. **Obligation to Pay Township Costs:** Notwithstanding the posting of deposits pursuant to this Agreement, the obligation of the Applicant and the Owners to pay Township Costs to the Township pursuant to the Fees By-law and this Agreement shall continue in full force and effect. For the purposes of this section **only, “fulfilled all its obligations” shall mean that** all Township Costs required to be paid pursuant to this Agreement and the Fees By-law have been paid in full to the satisfaction of the Township, and that no further costs, charges, fees, disbursements and/or Township Costs for which this Agreement or the Fees By-law may apply are expected to be incurred by the Township in connection with the Application.
4. **Termination of Agreement:** The Applicant’s and the Owners’ obligations under this Agreement, **including the Applicant’s obligations** with respect to Township Costs, shall continue until such time as an appeal, if any, including an appeal to the Ontario Municipal Board, is filed with respect to any planning approvals related to the Application, **following which, the Applicant’s obligations** under this Agreement, **including the Applicant’s obligations** with respect to Township Costs, shall continue only in the event that the Township supports the position of the Applicant at such appeal or appeals. In the event that the Township opposes the position of the Applicant at such appeal or appeals, the **Applicant’s obligations under this Agreement, including the Applicant’s obligations** with respect to Township Costs, shall cease and this Agreement shall be terminated, except that the Applicant shall make all payments owing as of the date of said termination until such time as all amounts owing have been paid to the Township in full to the satisfaction of the Township following which, any security posted by the Applicant under this Agreement shall be returned to the Applicant.
5. **Agreement Default:** The Applicant acknowledges and agrees that if, in the opinion of the Township, at any time, the Applicant is in default of this Agreement, all Township staff and consultants shall immediately cease processing the Application including attendance at any Court or tribunal hearing, prehearings, conferences or proceedings in connection with the Application. No future development agreements related to the Application will be executed by the Township unless all accounts and this Agreement are in good standing.
6. **Successors and Assigns:** This Agreement shall enure to the benefit of, and be binding upon, the respective heirs, executors, successors and assigns of each of the parties hereto. For greater certainty, and without limiting the generality of the foregoing, it is acknowledged, understood and agreed that upon a change of ownership of the Lands, or any part thereof, the new registered owner thereof, from the date of registration, shall become bound by the provisions of this Agreement.

7. **Parties to Act Reasonably:** Notwithstanding anything else in this Agreement, wherever in this Agreement any decision action or fee is to be made, taken or charged by or on behalf of any party hereto, this Agreement requires that the parties and their respective agents, servants, consultants or contractors shall act reasonably, expeditiously and in good faith in respect thereof.
8. **Notice of Change in Ownership:** In the event of a change in ownership of the Lands or any portion thereof, the Applicant shall immediately advise the Township of the name and address of the new owner.
9. **Fees Collected as Taxes:** The Applicant agrees that, in addition to any means process or recourse available to the Township, including any means process or recourse provided by this Agreement and/or the Fees By-law, the Township's Costs may be collected in a like manner as taxes.
10. **Township Lien:** The Applicant and the Owners acknowledge and agree to, in addition to any means, process or recourse available to the Township, including any means process or recourse provided by this Agreement and/or the Fees By-law, hereby grant the Township a lien on the Lands in the amount of the outstanding Township Costs, from time to time, plus any other amount or amounts otherwise payable and owing under the Fees By-law. For greater certainty, the Applicant and the Owners acknowledge and agree that:
  - a. The lien will attach to the Lands; and
  - b. The effect of such a lien is that the Township may compel payment of and/or recover Township Costs, from time to time, plus any other amount or amounts otherwise payable and owing under the Fees By-law, as a lien against the Lands.
11. **Agreement Registration:** The Applicant and the Owners agree that this Agreement may be registered on title to the Lands.

IN WITNESS WHEREOF the parties have affixed their corporate seals, duly attested by the hands of their proper signing officers in that respect.

SIGNED, SEALED AND  
DELIVERED  
in the presence of

Authorized to be executed  
by By-law No. \_\_\_\_\_,  
passed on the \_\_\_\_ day of  
\_\_\_\_\_, 20\_\_.

) THE CORPORATION OF THE  
) TOWNSHIP OF UXBRIDGE  
)  
) Per: \_\_\_\_\_  
) Name: Dave Barton, Mayor  
)  
)  
)  
) Per: \_\_\_\_\_  
) Name: Debbie Leroux, Clerk  
)  
)  
)  
) xxxxxx  
)  
) Per: \_\_\_\_\_  
) Name: \_\_\_\_\_  
) Title: \_\_\_\_\_  
)  
) Per: \_\_\_\_\_  
) Name: \_\_\_\_\_  
) Title: \_\_\_\_\_  
) I/We have authority to bind the Corporation.  
)  
)

## **SCHEDULE “A”**

### **Legal Description of the Lands Subject to the Application**

**ALL AND SINGULAR** that certain parcel or tract of land situate, lying and being in the Township of Uxbridge, Region of Durham and being composed of:





SITE SCREENING QUESTIONNAIRE FOR IDENTIFYING  
POTENTIALLY CONTAMINATED DEVELOPMENT SITES IN  
DURHAM REGION

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 No. and Name): \_\_\_\_\_

Location of Subject Lands: \_\_\_\_\_

Lot(s): \_\_\_\_\_ Concession: \_\_\_\_\_ Registered Plan No.: \_\_\_\_\_

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 \_\_\_\_\_

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 has 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:

\_\_\_\_\_  
\_\_\_\_\_

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, 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:

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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 \_\_\_\_\_

## 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: \_\_\_\_\_

## Appendix C

EXTRACT from ONTARIO REGULATION 153/04, as amended

RECORDS OF SITE CONDITION – PART XV.1 OF THE ACT

TABLE 2

### POTENTIALLY CONTAMINATING ACTIVITIES

Item	Column A
	<b>Potentially Contaminating Activity</b>
1.	Acid and Alkali Manufacturing, Processing and Bulk Storage
2.	Adhesives and Resins Manufacturing, Processing and Bulk Storage
3.	Airstrips and Hangars Operation
4.	Antifreeze and De-icing Manufacturing and Bulk Storage
5.	Asphalt and Bitumen Manufacturing
6.	Battery Manufacturing, Recycling and Bulk Storage
7.	Boat Manufacturing
8.	Chemical Manufacturing, Processing and Bulk Storage
9.	Coal Gasification
10.	Commercial Auto body Shops
11.	Commercial Trucking and Container Terminals
12.	Concrete, Cement and Lime Manufacturing
13.	Cosmetics Manufacturing, Processing and Bulk Storage
14.	Crude Oil Refining, Processing and Bulk Storage
15.	Discharge of Brine related to oil and gas production
16.	Drum and Barrel and Tank Reconditioning and Recycling
17.	Dye Manufacturing, Processing and Bulk Storage
18.	Electricity Generation, Transformation and Power Stations
19.	Electronic and Computer Equipment Manufacturing
20.	Explosives and Ammunition Manufacturing, Production and Bulk Storage
21.	Explosives and Firing Range
22.	Fertilizer Manufacturing, Processing and Bulk Storage
23.	Fire Retardant Manufacturing, Processing and Bulk Storage
24.	Fire Training
25.	Flocculants Manufacturing, Processing and Bulk Storage
26.	Foam and Expanded Foam Manufacturing and Processing
27.	Garages and Maintenance and Repair of Railcars, Marine Vehicles and Aviation Vehicles
28.	Gasoline and Associated Products Storage in Fixed Tanks
29.	Glass Manufacturing
30.	Importation of Fill Material of Unknown Quality

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31.	Ink Manufacturing, Processing and Bulk Storage
32.	Iron and Steel Manufacturing and Processing
33.	Metal Treatment, Coating, Plating and Finishing
34.	Metal Fabrication
35.	Mining, Smelting and Refining; Ore Processing; Tailings Storage
36.	Oil Production
37.	Operation of Dry Cleaning Equipment (where chemicals are used)
38.	Ordnance Use
39.	Paints Manufacturing, Processing and Bulk Storage
40.	Pesticides (including Herbicides, Fungicides and Anti-Fouling Agents) Manufacturing, Processing, Bulk Storage and Large-Scale Applications
41.	Petroleum-derived Gas Refining, Manufacturing, Processing and Bulk Storage
42.	Pharmaceutical Manufacturing and Processing
43.	Plastics (including Fibreglass) Manufacturing and Processing
44.	Port Activities, including Operation and Maintenance of Wharves and Docks
45.	Pulp, Paper and Paperboard Manufacturing and Processing
46.	Rail Yards, Tracks and Spurs
47.	Rubber Manufacturing and Processing
48.	Salt Manufacturing, Processing and Bulk Storage
49.	Salvage Yard, including automobile wrecking
50.	Soap and Detergent Manufacturing, Processing and Bulk Storage
51.	Solvent Manufacturing, Processing and Bulk Storage
52.	Storage, maintenance, fuelling and repair of equipment, vehicles, and material used to maintain transportation systems.
53.	Tannery
54.	Textile Manufacturing and Processing
55.	Transformer Manufacturing, Processing and Use
56.	Treatment of Sewage equal to or greater than 10,000 litres per day
57.	Vehicles and Associated Parts Manufacturing
58.	Waste Disposal and Waste Management, including thermal treatment, landfilling and transfer of waste, other than use of bio soils as soil conditioners
59.	Wood Treating and Preservative Facility and Bulk Storage of Treated and Preserved Wood Products

**\*PART D: MATERIALS REQUIRED AS PART OF THE PRESCRIBED INFORMATION  
UNDER SECTION 34(10.1) OF THE PLANNING ACT**

The Zoning Amendment Application must include a detailed sketch (in metric units) showing the following information (in some cases it may be appropriate to combine with a survey plan). Wherever possible, a digital file as well as a paper copy of the plan is required.:

- (a) boundaries and dimensions of the subject land;
- (b) the location, size and type of all existing and proposed buildings and structures on the subject land, indicating their distance from the front lot line, rear lot line and side lot lines;
- (c) the approximate location of all natural and artificial features (*for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks*) that,
  - i) are located on the subject land and on land that is adjacent to it, and;
  - ii) in the applicant's opinion, may affect the application;
- (d) the current uses of land that is adjacent to the subject land;
- (e) the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way;
- (f) if access to the subject land will be by water only, the location of the parking and docking facilities to be used; and,
- (g) the location and nature of any easement affecting the subject land.

Further information and/or plans may be required after the application has been given a preliminary review by the Township staff and consultants.



**PART E: TOWNSHIP REQUIRED INFORMATION UNDER SECTIONS 22(5) AND 34(10.2) OF THE PLANNING ACT**

Fifteen (15) copies and one electronic PDF copy on a memory of the following materials, plans and studies identified in the Township Official Plan may be required to be submitted by the Township. A determination will be made at the Pre-Consultation meeting. Where materials, plans and/or studies are required, an application will only be considered complete upon their submission.

The following information and studies prepared at the applicant's expense, and carried out by a qualified professional as determined by the Township, and, at the Township's discretion, unless required by this Plan, retained by the Township, shall generally be submitted as a basis for evaluation of development applications in the Uxbridge Urban and Coppins Corners Secondary Plan areas:

i) Background Information

A plan of survey of the subject site identifying all existing significant trees, other significant landscape features, existing buildings and structures and contours.

ii) Plans

Plans, including, where applicable, site grading and landscaping plans, elevations, and other documentation:

- a) describing the proposed development and its relationship to the existing streetscape in particular building envelopes accesses and parking areas:
- b) demonstrating how stormwater, erosion and sedimentation will be controlled on site:
- c) describing proposed landscaping and any modifications to existing significant trees and landscaping; and,
- d) demonstrating how the development will be integrated with the Natural Heritage System established in Section 2.3 of this Plan.

iii) Natural Heritage System

Where the site includes or directly abuts lands designated on Schedule "B" to the Uxbridge Urban Area as part of the Natural Heritage System, proposals shall be evaluated in accordance with the information submission requirements of Section 2.3 of the Plan.

iv) Tree Analysis

Where new development is to occur on a piece of land which the Township identifies as having trees which may warrant preservation or replacement, a tree preservation and planting plan shall be developed either at the time of application or as a condition of approval at the direction of the Township.

Such a plan shall:

- a) address the nature and condition of the tree resources potentially affected by the development;
- b) provide recommendations for tree retention and removal based on the quality of the trees, species tolerance, proposed development impacts and opportunities for mitigation, as well as a program for replanting and vegetation enhancements for new development which impacts on tree stand; and,
- c) address the impact of the development on any abutting lands in the Environmental Constraint Area and Forest Area designations, and the woodlot management and edge/interior protection measures required to protect such areas during and after the initiation of construction.

Based on this analysis, controls will be placed on the trees to be removed, the amount and type of new landscaping to be provided on the site and related management and construction procedures through the Subdivision, Condominium or Site Plan Control Agreements.

v) Noise Impact Study

A noise impact study shall be carried out where residential uses or other sensitive uses, as defined by Ministry of the Environment guidelines, are proposed and the site is adjacent to a major noise source such as an arterial road, railway or industrial use.

Further, the requirements of the Ministry of the Environment guidelines, "Noise Assessment Criteria in Land Use Planning, October, 1995" or any successor thereto, with respect to the need for noise impact studies shall apply to new commercial, industrial or institutional development which is a potential major noise source, such as, but not limited to, uses which have associated with them on-going construction activity, outdoor heat rejection systems (including cooling towers) and outdoor exhaust fans, or other stationary noise sources such as railway yards, major truck stops, major hydro transformers, or natural gas compressors. Where required by the guidelines, a noise impact study shall be carried out to the satisfaction of the Township.

vi) Vibration Study

A vibration study shall be required at the request of the Region, the Township or the applicable railway where the site is within 75 metres (246 feet) of a railway right-of-way or an arterial road. Such a study shall be carried out to the satisfaction of the Township, in consultation with the appropriate government agency or railway.

Further, where new industrial development, which is a potential major source of vibration, such as metal forming industries including punch presses or drop forges, is proposed within 75 metres (246 feet) of existing residential development, a vibration study shall be carried out to the satisfaction of the Township.

vii) Heritage Impact Statement

Where the site includes a building of architectural and/or historical merit designated under the Heritage Act or is located in a designated Heritage District, a heritage impact statement, prepared by recognized professional(s) in the field, shall be required to be submitted to the Township. Such a study shall demonstrate to the satisfaction of the Township that:

- a) the proposal will not adversely impact the heritage significance of the property or the area in which it is located; or,
- b) demonstrate that it is not physically feasible to maintain the heritage building or structure.

viii) Archaeological Resource Assessment

Where there may be archaeological remains of prehistoric and historic habitation, or areas containing archaeological potential within a site, an archaeological assessment conducted by archaeologists licensed under the Ontario heritage Act shall be required. In addition, the provisions of the Cemeteries Act and its regulations shall be applied when marked and unmarked cemeteries or burial places are encountered during development, assessment or any activity.

ix) Land Use Compatibility

Where applicable, information or necessary studies shall be provided to assist in the establishment of a separation distance, having regard for the Ministry of the Environment guidelines "Compatibility Between Industrial Facilities and Sensitive Uses", between proposed development and potentially incompatible uses.

x) Stormwater Management

Where applicable, in accordance with Ministry of the Environment guidelines, a Master Drainage Plan shall be prepared, or the Township shall require a stormwater study.

xi) Soil Quality

The applicant must demonstrate that on-site soil quality is suitable for the proposed use. Where site remediation is required the Township shall be satisfied with respect to the implementation of remediation prior to development approval. Specifically, where the Township, other public body, or the applicant has identified potential site contamination, the Township shall require the applicant to complete a Phase 1 assessment, in accordance with the Ministry of the Environment's Guidelines for Use at Contaminated Sites in Ontario. The Phase 1 assessment will be reviewed by the Township to ensure there is no contamination prior to the granting of any development approvals. If there is evidence of contamination, the applicant will be required to submit a Phase 2 assessment in accordance with the Ministry of the Environment's Guidelines. If the site is found to be contaminated, the Township shall require the applicant to submit a Ministry of the Environment acknowledged Record of Site Condition to

the Township to verify site clean-up prior to the granting of a building permit.

xii) Traffic Impact Analysis

Where the Township has identified concerns with traffic impacts, a traffic impact analysis carried out by a qualified transportation engineer shall be required.

xiii) Air Quality

Where the Township identifies concerns with impacts on air quality, appropriate studies by qualified professional(s) shall be required.

In addition, the following studies may be required to be submitted in the Uxbridge Urban Area as set out in Section 2 of the Official Plan:

Functional Servicing Study	Section 2.2.3.2
Market Impact	Section 2.5.17.3.1 i)
Corridor Commercial Area Development	Section 2.5.17.3.6
Employment Area Development	Section 2.3.19.5.2 (up to end of first ii)
Recreational Mixed Use Development	Section 2.5.24.3.1 ii)
Brock St. Mixed Use Area	Section 2.5.26.4.1 iii), iv), v) & Section 2.5.26.4.2

Coppins Corners Secondary Plan

In addition to other requirements of the Secondary Plan, Section 5.2 Servicing Strategy includes detailed submission requirements as does Section 5.7.3 xiv) and urban design guidelines are required in accordance with Section 5.7.3 xv).

8. **WORDING:**

The text of the notice shall contain the following information:

"An application has been submitted to the Township of Uxbridge to permit  
\_\_\_\_\_ on this property."

In addition the sign shall state the name and telephone number of the owner and/or the owner's agent if applicable.

The sign shall also direct inquiries to the Township Clerk - Telephone 852-9181.

The wording of the sign must be approved by the Township Clerk prior to the erection of the sign(s).

**FEE SCHEDULE FOR OFFICIAL PLAN AND ZONING BY-LAW AMENDMENT APPLICATION**  
**(made payable to the Township of Uxbridge except where noted)**

(a) Official Plan Amendment	\$8,400.00 Plus all external costs
(b) Hamlet Plan Amendment	\$2,575.00 Plus all external costs
(c) Minor Zoning Amendment (temporary use)	\$3,450.00 Plus all external costs
(d) Minor Zoning Amendment (single lot)	\$5,500.00 Plus all external costs
(e) Major Zoning Amendment	\$10,060.00 Plus all external costs
(f) Township Fire Department Review Fee	\$350.00
(g) Durham Region Planning Review	In accordance with their fee schedule
(h) Conservation Authority	In accordance with their fee schedule
(i) Durham Region Health Department Review (required only for a lot with existing or proposed Private Servicing)	In accordance with their fee schedule

January 2024

**SIGN POLICY  
DEVELOPMENT PROPOSALS  
TOWNSHIP OF UXBRIDGE**

In accordance with the provisions of Planning Act and the Ontario Regulations promulgated thereunder it shall be the policy of the Township of Uxbridge that signs shall be erected at the direction of the Township for the following types of development applications:

- (a) Zoning By-law amendments for a specific parcel of land.
- (b) Official Plan Amendments to either the Township's Official Plan or the Durham Region Official Plan when dealing with a specific parcel of land.
- (c) Plans of Subdivision and condominium proposals.
- (d) Amendments to Hamlet Development Plans for a specific parcel of land.

Development signs shall be approved by the Township Clerk and shall be erected by the applicant when directed by the Township Clerk. The Township shall not process the application or set a date for a public meeting until the sign has been erected.

The development sign shall conform to the following specifications:

- 1. **SIZE:** A development sign shall be approximately 4 feet by 4 feet in size. Each sign shall not be less than 6 feet in height, but not more than 7 feet in height, measured from the ground to the top of the sign, and shall be fastened to two (2) iron T bars, securely anchored in the ground.
- 2. **LOCATION:** The development sign shall be posted on the building line, but not more than 25 feet from the street line, midway between opposing lot lines, and one sign shall be erected on each street frontage of the subject property. The sign shall not be erected on Municipal property or on the right-of-way of any public highway.
- 3. **MAINTENANCE AND REMOVAL:** The development sign(s) erected shall be maintained by the applicant to the satisfaction of the Township of Uxbridge, until a decision has been rendered on the application by Regional or Township Council, and any amendment enacted has been approved by the Minister of Municipal Affairs and the Ontario Municipal Board, as necessary. The applicant shall remove the sign, at his own expense, within seven (7) days after the matter has been dealt with by Township or Regional Council, the Minister of Municipal Affairs or the Ontario Municipal Board, as the case may be.
- 4. **MATERIALS:** Development signs shall be constructed of 1/2 inch plywood (good one side, or better grade) or corrugated plastic and shall be supported by a minimum of two uprights.
- 5. **COLOURS:** Development signs shall have black lettering on a white background.
- 6. **LETTERING:** Letters shall be a minimum of 2 inches in height. All letters shall be upper case.
- 7. **TITLE:** The title shall be underlined and shall have letters a minimum of 4 inches in height and must contain the word "NOTICE".

8. **WORDING:** The text of the notice shall contain the following information:

**NOTICE OF COMPLETE APPLICATION AND PUBLIC MEETING CONCERNING APPLICATION(S) FOR \_\_\_\_\_**

Applications for \_\_\_\_\_ have been submitted to the Township of Uxbridge and the Region of Durham (if applicable) to permit \_\_\_\_\_

**MEETING DATE:** \_\_\_\_\_

**TIME:** Public Meeting \_\_\_\_ p.m.

**MEETING PLACE:** Town Hall, 51 Toronto Street South, Uxbridge

For applicant information please contact: \_\_\_\_\_

For more information about this matter, including information about appeal rights, contact the Township of Uxbridge Development Services Department - Telephone 905 852-9181. Additional information about the Plan of Subdivision and Plan of Condominium (if applicable) is also available at the Regional Planning & Economic Development Department (905) 668-7711.

File Nos.

Regional File Nos. (if applicable)

The wording of the sign must be approved by the Township Clerk prior to the erection of the sign(s)