



PRE-CONSULTATION REQUEST FORM

The personal information requested is collected under the authority of the Planning Act, R.S.O. 1990, C.P. 13 as amended. The Town of Milton collects this information for the purposes of scheduling and preparing a pre-consultation meeting and to make informed decisions. The disclosure of this information is governed by the Municipal Freedom of Information and Protection of Privacy Act, R.S.O. 1990, C.M. 56.

Please complete this form in full.

1. Location of Property		
Lot	Concession	Geographic Township
Registered Plan	Lot/Block	Reference Plan
Municipal Address	Assessment Roll	
Is the property located within the Niagara Escarpment Plan Area? If so please contact the Niagara Escarpment Commission (NEC) first for initial direction.		

2. Registered Owner	
Property Owner(s):	
Primary Contact Name:	
Mailing Address:	
City:	Postal Code:
Phone:	Email:

3. Authorized Agent Information	
Agent/Applicant:	
Primary Contact Name:	
Mailing Address:	
City:	Postal Code:
Phone:	Email:

4. Description of Existing Property

Frontage: _____ metres	Depth: _____ metres	Area: _____ hectares
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Current Use of Property:

Residential
 Industrial
 Commercial
 Institutional
 Agricultural

Official Plan Designation: _____

Zoning By-law Designation: _____

Description of existing uses and/or development of the property:

Easements: Yes No If yes, please specify: _____

5. Development Proposal

a) Proposed Application Type(s)

Official Plan Amendment
 Subdivision
 Site Plan
 Consent
 Zoning By-law Amendment
 Condominium
 Minor Variance
 Part Lot Control

b) Details of Proposed Development

Residential
 Industrial
 Commercial
 Institutional
 Mixed Use
 Office
 Agricultural
 Aggregate Extraction

Description of proposed development and the land uses expected (please be specific) :

c) Lot Creation (where applicable):

No Change
 Lot Line Adjustment
 One (1) New Lot
 Not Applicable
 If more than one (1) new lot, how many? _____

Proposed Lot Area for New Lots: _____

Method of Lot Creation:

Subdivision
 Condominium
 Part Lot Control
 Consent

d) Zoning			
<input type="checkbox"/> No Change	<input type="checkbox"/> Standard	<input type="checkbox"/> Site Specific	<input type="checkbox"/> Minor Variance
If proposing a standard zoning change, what Zone is proposed?			
If proposing a Site Specific zoning change or a Minor Variance, what relief is being sought? (If substantial please provide a separate documents illustrating requested amendments to provisions and uses).			

6a. Town of Milton Policy Framework	
Milton Official Plan Designation:	
Does the proposal conform to the Milton Official Plan policies	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what changes are proposed?	
Which Secondary Plan applies (if any):	
Does the proposal conform to the Secondary Plan Policies?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what changes are proposed?	
Which Subwatershd Impact Study (SIS) Area is the proposal within (if any):	
Does the proposal conform to the applicable SIS?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what changes are proposed?	
6b) Halton Region Official Plan	
Regional Official Plan Designation:	
Does the proposal conform to the Region Official Plan policies	<input type="checkbox"/> Yes <input type="checkbox"/> No
If no, what changes are proposed?	
Which Secondary Plan applies (if any):	
6c) Provincial Policy	
Is the subject property located within the Greenbelt Plan area:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Is the subject property located within the Niagara Escarpment Plan area?	<input type="checkbox"/> Yes <input type="checkbox"/> No

6d) Conservation Authority	
Is the subject property regulated by a Conservation Authority?	<input type="checkbox"/> Yes <input type="checkbox"/> No

If yes, has the applicant contacted the CA?	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
If yes, please specify:	<input type="checkbox"/> Conservation Halton	<input type="checkbox"/> Grand River CA	<input type="checkbox"/> Credit Valley CA
If yes, provide CA Staff Contact Information:			

7. Site Servicing:	
How is the existing property serviced?	
Water: <input type="checkbox"/> Regional <input type="checkbox"/> Private (Well)	Sanitary: <input type="checkbox"/> Regional <input type="checkbox"/> Private (Septic)
How is the proposed property serviced?	
Water: <input type="checkbox"/> Regional <input type="checkbox"/> Private (Well)	Sanitary: <input type="checkbox"/> Regional <input type="checkbox"/> Private (Septic)
If a severance is proposed confirm whether the retained and new lot(s) will all be serviced the same way:	

8. Development Constraints:
8a) Natural Features: Describe any natural features on or adjacent to the subject property (i.e. water courses, slopes to water courses, wetlands, woodlands or other):

8b) Heritage Review:		
Is/are property/structure(s) on Town's Heritage List?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is property located within the Town's Site Plan Control Character Area?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is building(s)/structure(s) on property 40 years or older?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please describe:		

8c) Source Water Protection		
Salt Application and Storage		
Will road salt be stored on-site or used on paved surfaces greater than 200 m ² (2,152 ft ²)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will a snow storage area greater than 100 m ² (1,076 ft ²) be located on-site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fuel Handling and Storage: Will liquid fuel or fuel oil greater than 250 L (65 gal.) be stored or handled on-site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

Waste Storage: Will hazardous waste, liquid industrial waste or PCB waste be stored on-site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Chemical Handling and Storage: Will chemicals greater than 25 L (6.5 gal.) be stored or handled on-site? (i.e. degreasers, coolants, cleaners, paints, adhesives, wood treatments, sealers, inks, rubber, solvents, vehicle fluids, dry cleaning products)	<input type="checkbox"/> Yes	<input type="checkbox"/> No

8d) Halton Region - Contaminated Site Protocol		
Are there any known contaminants on the subject property? Please fill out the attached Halton Region Site Screening Questionnaire.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

8e) Agricultural Material Application and Storage		
Will the storage or application of fertilizers greater than 25 kg (55 lbs.) occur on-site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will the storage or application of pesticides greater than 2,500 kg (5511 lbs.) occur on-site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Will the application or storage of unprocessed plant based materials (i.e. fruit or vegetable peels) occur on-site?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Note: More information can be found on the Halton Region website through the following link: https://www.halton.ca/For-Residents/Water-and-Environment/Water-Quality-Protection/Source-Water-Protection		
Are there any known contaminants on the subject property? Please fill out the attached Halton Region Site Screening Questionnaire.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

9. Drawings		
Please list below all drawings and other information provided for review with the preconsultation request form: <ul style="list-style-type: none"> • 		
<p>Any drawings submitted should be 11 x 17 PDF format. Digital files must be in .pdf format and generated directly from the software used to create them (AutoCAD, Softplan, Revit, etc.) using a PDF printer or converter (no scanned copies). All .pdf files must have the document properties/restrictions/ security settings/permissions set to allow, "Printing" and "Adding Markups".</p> <ul style="list-style-type: none"> • site dimensions; • existing and proposed buildings; • existing and proposed access; • existing and proposed parking areas; • treed areas; • water courses; • address; • date; and other information as appropriate. <p>Note: the committee will review drawings without this information. However, the quality of feedback from Town staff and agencies may be reduced if it is absent.</p>		

10. Owner/Applicant Authorization

I/We, the undersigned, being the registered property owner of:

Address/Legal Description

hereby authorize

Authorized Agent Name/Company

As my agent for the purpose of submitting this application to the Town of Milton Development Services and acting on my/our behalf in relation to this application. The authority granted by this Agent Appointment and Authorization shall continue until I/we shall have revoked such authority in writing, and delivered such written revocation to the Town of Milton's Development Services Department. No such revocation shall; however invalidate any action taken by me/our agent prior to the date the Town of Milton Development Services Department received such written revocation.

I have authority to bind the Corporation or Partnership, if applicable.

Signature of Property Owner/Signing Officer

Print Name

Date

PROPERTY OWNER ACKNOWLEDGEMENT OF PUBLIC INFORMATION AND PERMISSION TO ENTER PROPERTY

Application information is collected under the authority of the Planning Act, R.S.O. 1990, c. P.13, as amended. In accordance with Section 1.0.1 of the Act, the Town of Milton provides public access to all Planning Act applications and supporting documentation submitted to the Town.

I/We, the undersigned, being the registered property owner of:

Address/Legal Description

hereby acknowledge and agree that the information contained in the application and any documentation, including reports, studies and drawings, provided in support of the request, by myself, my agents, consultants and solicitors, constitute public information and will become part of the public record. As such, and in accordance with the provisions of the *Municipal Freedom of information and Protection of Privacy Act*, R.S.O. 190, c. M.56, as amended or substituted from time to time. I hereby consent to the Town of Milton making this request and its supporting documentation available to the general public, including copying, posting on the Town's website and/or releasing a copy of the request and any of its supporting documentation to any third party upon their request or otherwise, and as part of a standard distribution of copies of such documentation. I consent to the release of any of the documentation to additional persons, including but not limited to Members of Council and resident associations.

I/We hereby irrevocably authorize and consent to the Town of Milton to enter upon the above-noted property at any reasonable time for the purpose of evaluating merits of the application.

I have authority to bind the Corporation or Partnership, if applicable.

Signature of Property Owner/Signing Officer

Print Name

Date