



## Telecommunications/Cell Tower Application

Submit with application fee (\$2,500.00)

### **Office Use Only:**

Applicant: \_\_\_\_\_

Location of Site: \_\_\_\_\_

Assigned File Number: \_\_\_\_\_

Date of Submission: \_\_\_\_\_

Fee Paid?

Yes

No

Application Received By: \_\_\_\_\_

**Fee is subject to change on an annual basis.**

**To be paid by cash or cheque made payable to the Township of South Stormont**

Submissions are to be fully completed to be received by the Planning Department.

Karl Doyle, Director of Planning and Building Township of South Stormont

2 Mille Roches Road, PO Box 84 Long Sault, ON K0C 1P0

Phone 613-534-8889 ext. 217

Toll-Free 1-800-265-3915



## Application Form:

### Owner and Applicant Details

Name of applicant: \_\_\_\_\_

Contact number: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Location of the site: \_\_\_\_\_

Applicant is:

- Owner
- Lawyer
- Architect
- Contractor
- Telecom Company
- Other

Property roll number: \_\_\_\_\_

Is there a lease agreement of privately owned property? (If yes, please include a copy of the lease agreement).

- Yes
- No

Address and full legal description as shown on the Tax Bill or Deed:

Name of the Registered Owner(s): \_\_\_\_\_

Owner's contact number: \_\_\_\_\_

Owner's e-mail address: \_\_\_\_\_

Date the land was acquired by the current registered owner(s): \_\_\_\_\_

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## **Subject Land Details**

Size of the subject parcel (metric units):

Frontage: \_\_\_\_\_

Depth: \_\_\_\_\_

Lot Area: \_\_\_\_\_

Current Official Plan designation of subject land:

\_\_\_\_\_

Current zoning of the subject lands:

\_\_\_\_\_

Current use of the subject lands:

\_\_\_\_\_

Proposed use of the subject lands:

\_\_\_\_\_

Is the subject land designated under the Ontario Heritage Act? (If yes, what is designating B/L Number (Consult with Planning Division)).

- Yes
- No

Access to the parcel is provided by the following:

- Municipal Road
- County Road
- Provincial Highway
- Private Road
- Water
- Other: \_\_\_\_\_

Describe location (closest major intersection, what side street land is located):

Is there an existing municipal water service connection to the subject property?

- Yes
- No

Is there an existing sanitary sewer connection to the subject property?

- Yes
- No

Is there an existing private septic system on the subject property?

- Yes
- No

Type of storm water drainage currently present of subject property?

- Sewers
- Ditches
- Swales
- Other: \_\_\_\_\_

Is the property irregularly shaped?

- Yes
- No

Are there existing buildings on the site?

- Yes
- No

Total Number of existing buildings: \_\_\_\_\_

Approximate date of construction: \_\_\_\_\_



Height of each building: \_\_\_\_\_

Ground floor area of each building: \_\_\_\_\_

Number of buildings to be retained: \_\_\_\_\_

Are there/will there be any proposed building modifications to existing structures?

- Yes
- No

If yes, please describe:

Minimum setbacks (meters):

	Existing Building	Proposed Building:
Front Lot Line:	_____	_____
Side Lot Line:	_____	_____
Side Lot Line:	_____	_____
Rear Lot Line:	_____	_____

Other Information on Setbacks (if applicable):

Number and dimensions of parking spaces provided in project (if applicable):



Will there be any buildings constructed on the property?

- Yes
- No

If yes, describe:

**Proposed Site Information**

Brief description of Tower Type and Height (i.e. measured from Ground Elevation to the top of the structure for Monopole Style or from ground level to roof, plus height to top of structure for installations (as described) which are to be attached to the structure(s)).

Estimated Radio Frequency: \_\_\_\_\_

Statement of adherence to Safety Code Six attached to application? (required)

- Yes
- No



Existing Surrounding Land Use (General type):

North: \_\_\_\_\_

South: \_\_\_\_\_

East: \_\_\_\_\_

West: \_\_\_\_\_

Approximate distance of any Residential Land Use (existing or proposed through a Development Approval) when within three times the total height of the installation, as previously described herein (metres):

Required distance (in metres), as per the Industry Canada's Public Consultation Protocol (Within 165m radius).

General Description (i.e. low-, medium-, high-density Subdivision, Plan of Condominium, etc..) of Residential Land Use identified in Residential Land Use proximity:



**AUTHORIZATION OF AGENT:**

I/We, \_\_\_\_\_ authorize \_\_\_\_\_  
(please print) (please print)

to act as agent and sign the application form to the Township of South Stormont on my/our behalf for the lands known as

\_\_\_\_\_

Name of Land Owner: \_\_\_\_\_  
(please print)

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

Name of Land Owner: \_\_\_\_\_  
(please print)

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

Corporate seal(s), if applicable

Signature of Signing Officer(s) of Corporation \_\_\_\_\_

Signature of Signing Officer(s) of Corporation \_\_\_\_\_



**AFFIDAVIT/SWORN DECLARATION:**

This must be completed by the applicant(s) or Authorized Agent for a Telecommunications / Cell Tower Review.

Dated at the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, I/We, (print) \_\_\_\_\_ of the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_

***Solemnly declare that all the statements contained in this application are true and I/we 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.***

\_\_\_\_\_  
Signature of applicant(s) or authorized agent(s)

*Declared before me at the \_\_\_\_\_ of \_\_\_\_\_ in the \_\_\_\_\_ of \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_*

\_\_\_\_\_  
Signature of Commissioner

The information collected on this form is used to facilitate the land-use consultation process stipulated by Industry Canada in connection with the telecommunications tower application. Questions about this collection can be directed to the Director of Planning, at the address indicated on Page 1 of this application.

## Checklist

**PLEASE CHECK OFF ALL APPLICABLE SUBMITTED MATERIAL IN SUPPORT OF THIS APPLICATION; INCLUDING BUT NOT LIMITED TO THE FOLLOWING:**

### **Submission Requirements:**

- Application Fee (\$2,500.00)
- Completed Telecommunications Tower Application Form (this Document)
- Boundary Plan of Survey
- Context Plan (ie. Site Plan) for information only
- Building Elevations (in the case of Rooftop Installations)
- Roof Plan (in the case of Rooftop Installations)
- Perspective Drawing
- Site Selection Analysis and Related Justification Report
- Colour photograph(s) with proposed telecommunications tower superimposed
- Map showing the horizontal distance between the proposed Installation area boundary and
- The nearest properties with existing residential uses of any density
- Statement of adherence to Safety Code Six
- Copy of lease agreement (if applicable)
- Public Consultation Information Package (note: This document may sufficiently be equivalent to a number of the above listed items and, therefore, act as a replacement to such individual listed items.
- Sample of Actual Public Consultation Notice(s) and related Circulation List



Related Information/Studies (if deemed to be applicable under Industry Canada’s Public Consultation Protocol)

**Information/Studies required:**

<b>N/A</b>	<b>Planning</b>
<input type="checkbox"/>	<input type="checkbox"/> Natural Heritage Impact Study (particularly in non-urban developed areas)
<input type="checkbox"/>	<input type="checkbox"/> Archaeological Assessment
<input type="checkbox"/>	<input type="checkbox"/> Heritage Impact Statement (Conservation Strategy)
<input type="checkbox"/>	<input type="checkbox"/> Other: _____
<b>N/A</b>	<b>Engineering and Technical Services</b>
<input type="checkbox"/>	<input type="checkbox"/> Soil Bearing Capacity Issue
<input type="checkbox"/>	<input type="checkbox"/> Stormwater Management Report
<input type="checkbox"/>	<input type="checkbox"/> Heritage Impact Statement (Conservation Strategy)
<input type="checkbox"/>	<input type="checkbox"/> Other: _____
<b>N/A</b>	<b>Township Permits:</b>
<input type="checkbox"/>	<input type="checkbox"/> Structural Engineering Drawings

**Consideration to contact various external Agencies is recommended to determine if there are any conflicting issues with the proposed installation.**

Other(s): \_\_\_\_\_

Note: Not all the above requirements will apply to a proposal. Recommended pre-application consultation with Representative(s) will determine which of these must be provided with the initial submission to consider the application complete. Requested information/studies can also be better defined by representatives of the various Divisions. All assessments offered by staff are preliminary and based on the information available. Requirements indicated above may be subject to change pending further review of the application(s).