



Telecommunication Facility Application

TF

Planning and Development Services

65 Harwood Avenue South
Ajax, ON L1S 2H9

Telephone: 905-619-2529

E-mail: PlanningServices@ajax.ca
www.ajax.ca

For Town Use Only

File Number: _____ Date of Receipt: _____

This content is available in alternative formats upon request by contacting 905-683-4550, or ContactUs@ajax.ca.

Personal information contained on this application form is collected under the authority of the *Planning Act*, R.S.O. 1990, c. P.13, as amended and the applicable implementing Ontario Regulations, and will be used to evaluate this application. Questions about the collection of personal information should be directed to the Records Manager/FOI Coordinator, by contacting (905) 683-4550 or Privacy@ajax.ca.

1. Pre-Consultation

Pre-consultation is an essential part of the planning process. Telecommunication service providers and/or their representatives are required to pre-consult with Town staff prior to or during the site selection process. The purpose of a pre-consultation meeting is to discuss the process, potential issues and submission requirements, and to obtain the Town's Policy for Establishing Telecommunication Tower and Antenna Facilities.

2. Submission Requirements

Refer to Section 6.0 of the Town of Ajax Policy for Establishing Telecommunication Tower and Antenna Facilities for detailed submission requirements.

All submission materials are to be submitted in PDF format to PlanningServices@ajax.ca.

- ☐ Completed and signed copy of this application.
- ☐ Statement justifying how the proposed telecommunication facility meets the exemptions outlined in Section 5.0 of the Town of Ajax Policy for Establishing Telecommunication Tower and Antenna Facilities (if the application is for a telecommunication facility that is exempt from Notice via Mail Out and Community Information Meeting).
- ☐ Digital copy of the Information Report.

- ☐ Digital copy of a Site Plan.
- ☐ Map showing the horizontal distance between the tower base (monopole), outermost guy wire, or closest supporting pole (tri-pole, trellis structure) and the nearest residential designation/zone, or the nearest residential dwelling in a mixed use zone.
- ☐ Map showing the radius for circulation of a Notice Package.
- ☐ Elevations of the proposed telecommunication tower identifying tower and antenna height, type, and colour.
- ☐ Appropriate documentation that may be requested by the applicable Conservation Authority for their review of proposals involving construction in a floodplain, filling within regulated areas, alteration to a watercourse, or crossing of a watercourse. Please note that proposed telecommunication facilities that require Conservation Authority review may also have to submit an additional fee, subject to Conservation Authority requirements.
- ☐ Colour photo simulations (in accordance with Section 6.0 of the Town of Ajax Policy for Establishing Telecommunication Tower and Antenna Facilities).
- ☐ Tree Inventory and Preservation Plan and/or Landscape Plan, if applicable.
- ☐ Comment Response Matrix for the Pre-Consultation Meeting Minutes with the Town.
- ☐ Town of Ajax Application Fee (in accordance with the Town's Fees and Charges By-law, as amended; any refunds will be processed according to the By-law).

Fee Submitted: \$ _____

3. Contact Information

Correspondence relating to this application should be sent to (select one):

- ☐ Registered Owner
 ☐ Applicant
 ☐ Agent/Primary Consultant

The applicant is (select one):

- ☐ Registered Owner
 ☐ Lessee of Land or Tenant
☐ Prospective Owner
 ☐ Agent/Primary Consultant

Registered Owner (as shown on the property deed)

Organization Name (if applicable): _____

Registered Owner Name: _____

Mailing Address (with City and Postal Code):

Telephone Number: _____ E-mail Address: _____

Applicant (if different from Registered Owner)

Organization Name (if applicable): _____

Applicant Name: _____

Mailing Address (with City and Postal Code):

Telephone Number: _____ E-mail Address: _____

Agent/Primary Consultant (Leave blank if no agent or consultant has been retained)

Organization Name (if applicable): _____

Agent or Primary Consultant Name: _____

Mailing Address (with City and Postal Code):

Telephone Number: _____ E-mail Address: _____

4. Subject Lands Information

Location Information

Municipal Address: _____

Legal Description (Lot, Part, Block, Plan, Concession, Township, etc.):

Assessment Roll Number (ARN): _____

Parcel Identification Number (PIN): _____

Location Description (closest major intersection, side of the street the property is located on):

Size of Subject Lands

Frontage (m): _____ Area (m²): _____

Average Depth (m): _____ Average Width (m): _____

Present Use of Lands:

Existing Land Use Designation(s) in the Town of Ajax Official Plan:

Existing Zoning:

5. Cultural Heritage

Is the Proposed Telecommunication Facility on or adjacent to land deemed to be a Cultural Heritage Resource?

☐ No ☐ Yes

If yes is selected, please provide further information and/or attach supporting documentation, if applicable.

6. Proposed Tower and Antenna Information

Tower and antenna height in metres: _____

Tower type (e.g. monopole): _____

Location of building mounted antenna:

Area and type of equipment shelter/cabinet, or location of equipment room within an existing building:

Type and height of fencing (e.g. decorative black vinyl chain link, barbed wire):

Distance to the nearest Residential designation/zone in metres:

Distance to the nearest residential dwelling in a mixed use zone in metres:

Distance to the nearest institutional building in metres (please identify the type of institutional use):

Is the proposed installation located within 3 times the tower height of an adjacent municipality?

☐ No ☐ Yes

If yes is selected, which municipality has been contacted?

Is the proposed installation located within 3 times the tower height to any other governing body (e.g. MTO, Metrolinx, CP Rail, CN Rail)?

☐ No ☐ Yes

If yes is selected, which governing body has been contacted?

7. Authorization of Registered Owner

I, _____, the named registered owner above hereby authorize _____, the named applicant and/or agent above to act as our agent to sign this application, to appear on my/our behalf at any hearing(s) in respect of the application, and to provide any information or material required by the Town in connection with this application. I/we authorize the Town to collect such information from my client.

Print Name

Signature of Registered Owner

Dated this _____ day of _____, 20_____.

8. Affidavit and Sworn Declaration of Registered Owner or Applicant/Agent

I agree that this application and all submission material submitted in support of this application may be made available for public review, pursuant to the *Municipal Freedom of Information and Protection of Privacy Act*.

I agree to reimburse the Town of Ajax for any costs associated with the peer review of any studies or drawings submitted in support of this application and for any costs associated with the preparation of studies required to evaluate the application by qualified consultants. I further agree to reimburse the Town of Ajax for any costs associated with the Town appearing in support of the application at hearings of the Ontario Land Tribunal.

I hereby certify that all statements contained within this application are true and agree to allow Town staff, or their representatives, reasonable access to the subject property, to carry out any inspections, tests, and investigations as may be required.

Signature of Registered Owner, Applicant or Agent

Print Name

Dated this _____ day of _____, 20____.

Declared before me at the _____ of _____

in the _____ of _____

this _____ day of _____, 20____.

Commissioner of Oaths