



TOWN OF MIDLAND PRE-CONSULTATION FORM

A Pre-Consultation request form is required prior to submitting any of the following applications:

- Site Plan Control Approval
- Plan of Subdivision
- Zoning By-law Amendment or Temporary Use (not required for the removal of a Holding “H” Symbol)
- Plan of Condominium
- Official Plan Amendment

CHECKLIST

Please ensure you have completed the following prior to submitting your form:

- Fully complete all sections of the form.
- Sign application in all appropriate locations and obtain signed authorization from the Owner(s) if you are acting as their Agent.
- Pre-Consultation fee, made payable to the Town of Midland in the amount of \$500.00
- Sketch or site plan (in metric) detailing the request.
- Copy of any correspondence, approvals, or permits from outside agencies/departments.

In the event there are concurrent applications, only one Pre-Consultation form is required. Upon receipt of the completed form and payment, Staff will add the proposal to the agenda for the next available Technical Review Committee meeting for review by Staff and outside agencies. Comments on the proposal will be provided to the applicant or agent once the commenting period closes.

If you require additional assistance regarding this form, please contact Planning and Building Services at:

**Town of Midland
575 Dominion Avenue
Midland, Ontario
L4R 1R2
(705) 526-4275 ext. 2214 or 2217
Fax: (705) 526-9971**



Town of Midland PRE-CONSULTATION FORM

CIVIC ADDRESS: _____	
ROLL # 4374- _____ - _____ - _____ - 0000	
Consultation Meeting Date:	Property Information prepared: <input type="checkbox"/> Yes <input type="checkbox"/> No
Who attended the meeting: <input type="checkbox"/> Owner <input type="checkbox"/> Agent	Consultation with: <input type="checkbox"/> Planning and Building Services Staff <input type="checkbox"/> Engineering Staff <input type="checkbox"/> Other Staff

All grayed items are to be completed by Town Staff only. All other items are to be completed by the Applicant prior to the Consultation Meeting.

1. PRIMARY CONTACT: _____
All communication will be directed to the Primary Contact only.

2. CONTACT INFORMATION:

a) Registered Owner(s): _____
(List all owners and contact information if multiple exist)

Address Line 1: _____

Address Line 2: _____

City: _____ Postal Code: _____

Home Phone: _____ Cell Phone: _____

Business Phone: _____ Business Fax: _____

Email Address: _____

b) Agent: _____

Mailing Address: _____

Home Phone: _____ Cell Phone: _____

Business Phone: _____ Business Fax: _____

Email Address: _____

3. APPLICATION TYPE:

- | | |
|--|--|
| <input type="checkbox"/> Consent | <input type="checkbox"/> Site Plan Approval |
| <input type="checkbox"/> Zoning By-law Amendment | <input type="checkbox"/> Plan of Subdivision |
| <input type="checkbox"/> Minor Variance | <input type="checkbox"/> Plan of Condominium |
| <input type="checkbox"/> Official Plan Amendment | Other: _____ |

4. BRIEF DESCRIPTION OF PROPOSED DEVELOPMENT:

5. DESCRIPTION OF SUBJECT LANDS:

a) Concession(s): _____

b) Lot(s): _____

c) Registered Plan No.: _____ Lot(s)/Block(s): _____

d) Reference Plan No.: _____ Part(s): _____

e) Geographic Township (former municipality): _____

f) Civic Address: _____

g) Dimensions of subject lands:

Frontage (m)	Depth (m)	Area (ha)

h) Please list the current use(s) and any previous use(s) of the subject lands:

Current Use(s) _____

Previous Use(s) _____

Has a Phase I Environmental Site Assessment (ESA) been completed with respect to the subject lands?

Yes

No

If yes, please indicate who completed the ESA and when it was completed:

i) Current Official Plan Designation: _____

Conformity with Official Plan use designation:

Yes

No

If No, what is the nature of the required amendment: _____

j) Current Zoning: _____

Conformity with current zoning:

Yes

No

If No, what is the proposed zoning: _____

k) Are there any easements or rights-of-way affecting the subject lands:

Yes

No

If yes, indicate and describe the purpose of the easement (e.g. Hydro, access, Gas, etc.):

6. FEES REQUIRED:

Application	Town	County of Simcoe	Province
Official Plan Amendment			

Application	Town	County of Simcoe	Province
Rezoning / H Removal			
Plan of Subdivision/ Condominium			
Consent			
Minor Variance			
Site Plan			
Other			
TOTAL			

Note: fees are payable based on the fee schedule in effect on the day the application is made.

7. ADDITIONAL AGENCIES TO BE CONTACTED:

- County of Simcoe
- Ministry of Transportation (MTO)
- Severn Sound Environmental Association
- Department of Fisheries & Oceans (DFO)
- Midland Power Utility Corporation
- Enbridge Gas
- Bell Canada
- Other: _____

8. REQUIRED INFORMATION:

Reports, Studies, Plans		No. of Copies	To be submitted with application
CULTURAL HERITAGE RESOURCES			
7.1	Archaeological Assessment		
7.2	Heritage Impact Assessment		
7.3	Heritage Building Structural Assessment		
PLANS AND DRAWINGS			
7.4	Site Plan or Concept Plan in accordance with Town requirements, including a digital submission		
7.5	Subdivision Plan or Condominium Plan in accordance with Town requirements, including a digital submission		
7.6	Building Elevation Drawings		
7.7	Angular Plane Analysis		
7.8	Shadow Impact Study		
7.9	Accessibility Analysis		

Reports, Studies, Plans		No. of Copies	To be submitted with application
ENVIRONMENTAL/NATURAL HERITAGE/NATURAL HAZARDS			
7.10	Aggregate Resource Analysis		
7.11	Slope Stability and Cut/Fill Analysis including Erosion Hazards		
7.12	Environmental Impact Study		
7.13	Hydrogeological Assessment including a WHPA Plan		
7.14	Tree Preservation Plan/Enhancement Plan		
7.15	Energy Conservation Study		
7.16	Environmental Site Assessments and/or Record of Site Condition		
7.17	Shoreline Engineering Report		
SERVICING/INFRASTRUCTURE			
7.18	Municipal Water and Sanitary Sewer Servicing Feasibility Study		
7.19	Private Servicing Study		
7.20	Soils or Geotechnical Study		
7.21	Preliminary Grading Plan		
7.22	Preliminary Stormwater Management Report and Plan		
7.23	Traffic Impact Study (both internal and external)		
7.24	Parking, Pedestrian and Sidewalk Analysis		
7.25	Fire Suppression Analysis		
LAND USE COMPATIBILITY			
7.26	Land Use Compatibility Study		
7.27	Landfill Impact Study (D4 Studies)		
7.28	Noise and/or Vibration Impact Study		
7.29	Dust and/or Odour Impact Study		
7.30	Agricultural Impact Analysis		
7.31	Photometric Report and Plan		
PLANNING			
7.32	Planning Justification Report		
7.33	Affordable Housing Report		
7.34	Rental Housing Conversion Assessment		
7.35	Retail Impact Study		
7.36	Urban Design Report and Streetscape/Public Realm Plan		

Note: It may be determined during the review of the application that additional studies or information will be required as a result of issues arising during the processing of the application. There may also be financial requirements arising from the application, including, but not limited to, parkland dedication, peer review costs, payment of outstanding property taxes, legal, planning or engineering costs, costs for lifting 0.3-metre reserves, for road widening acquisition or road improvements.

9. COMMENTS:

10. NOTES:

- 1. The purpose of this Consultation Form is to identify the information required to commence processing of a complete application, as well as any information required during the processing of the application. Consultation does not imply or suggest any decision whatsoever on behalf of staff or the Town of Midland to either support or refuse the application.
- 2. This information expires 90 days from the date of signing or at the discretion of the Director of Planning and Building Services.
- 3. In the event this Consultation Form expires prior to the application being accepted by the Town, another Consultation may be required.
- 4. An application submitted without the information identified in this Consultation Form will be refused as an incomplete application based on insufficient information to properly evaluate the application.
- 5. Acknowledgement of Public Information:
The applicant acknowledges that the Town considers the application forms and all supporting materials, including studies and drawings, filed with any application to be public information and to form part of the public record. With the filing of an application, the applicant consents to the Town photocopying and releasing the application and any supporting material either for its own use in processing the application or at the request of a third party, without further notification to or permission from the applicant. The applicant also hereby states that it has authority to bind its consultants to the terms of this acknowledgement.

11. SIGNATURES:

_____	_____	_____
Planning and Building Staff (Print)	Planning and Building Staff (Signature)	Date
_____	_____	_____
Engineering Staff (Print)	Engineering Staff (Signature)	Date
_____	_____	_____
Other Staff (Print)	Other Staff (Signature)	Date
_____	_____	_____
Other Staff (Print)	Other Staff (Signature)	Date
_____	_____	_____
Owner/Agent (Print)	Owner/Agent (Signature)	Date