

Planning & Development

Development Application Guidelines: Matters of Municipal or Provincial Interest

In addition to the development or planning application form, the municipality may require supplementary reports or studies to accompany the application. The following document provides an overview of additional studies that may be required based on various municipal or provincial requirements.

Matters of Municipal Interest

Additional Report or Study Requirement	Applications that may require such additional report/ study?	Additional Information
Planning Justification Report	<ol style="list-style-type: none"> 1. Official Plan Amendment 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Consent to Sever 6. Minor Variance 7. Site Plan 	<p>A planning justification report provides the reasoning for a proposed development. This document helps the applicant organize and validate the application and assists staff in reviewing the proposal.</p> <p>Depending on the complexity of the application, the information requirements may be addressed in a letter format or a more comprehensive report.</p>
Archaeological Assessment Report	<ol style="list-style-type: none"> 1. Official Plan Amendment 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Consent to Sever 	<p>An archaeological assessment report identifies the presence of archaeological resources and outlines measures to mitigate the impact of development on these resources.</p> <p>This report will be requested prior to any site alteration works where there may be the presence of previously uncovered, deeply buried artefacts of cultural significance.</p>
Environmental Impact Study	<ol style="list-style-type: none"> 1. Official Plan Amendment 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Consent to Sever 6. Minor Variance 7. Site Plan Control 	<p>An environmental impact study (EIS) is a study to identify the potential impacts of a proposed development on natural heritage features, functions, and/or systems. The Study should describe the anticipated impacts of the proposal on the area or feature, determine if such impacts can be supported based on applicable planning policies, and recommend measures for avoidance, mitigation, enhancement, or compensation.</p>
Environmental Site Assessment (Phase 1 and/ or Phase 2)	<ol style="list-style-type: none"> 1. Plan of Subdivision 2. Plan of Condominium 3. Consent to Sever 4. Site Plan Control 	<p>An ESA is a study to identify the existence and scope of soil or groundwater contamination, as well as the presence in buildings of products such as asbestos, lead paint or mould.</p> <p>An environmental assessment starts with Phase 1. An environmental consultant looks for visual evidence of actual or potential contamination, such as underground storage tanks. If Phase 1 identifies a potential environmental issue, a Phase 2 assessment is triggered.</p> <p>A Phase 2 assessment, which can include soil sampling or other tests, provides a better understanding of the condition of the land, groundwater, and structures on the property.</p>
Functional	<ol style="list-style-type: none"> 1. Official Plan Amendment 	<p>A functional servicing study determines the overall impact of</p>

Servicing/ Servicing Options Study	<ol style="list-style-type: none"> 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Consent to Sever 6. Site Plan Control 	a large-scale land development proposal on the water and wastewater service capacities. It also determines the required improvements to municipal servicing infrastructure, and any mitigation measures to minimize negative impacts.
Noise & Vibration Study	<ol style="list-style-type: none"> 1. Official Plan Amendment 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Consent to Sever 6. Site Plan Control 	A noise & vibration study (environmental noise analysis) determines the projected sound and vibration exposures for a proposed development both from and to adjacent uses.
Shadow and Wind Study	<ol style="list-style-type: none"> 1. Plan of Subdivision 2. Plan of Condominium 3. Consent to Sever 4. Site Plan Control 	A Shadow & Wind study determines the impact that the development of a new building or development may have on adjacent properties' access to sun and wind. The study will list any mitigation measures needed.
Stormwater Management Study	<ol style="list-style-type: none"> 1. Official Plan Amendment 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Consent to Sever 6. Site Plan Control 	A stormwater management study is an evaluation of the proposed development on the natural environment, municipal storm, and sewer infrastructure and neighbouring properties. The study provides mitigative measures to reduce the impacts of increased sedimentation erosion, higher and faster peak flows and contaminant loads on the stormwater network.
Traffic Impact Report	<ol style="list-style-type: none"> 1. Official Plan Amendment 2. Plan of Subdivision 3. Plan of Condominium 4. Zoning By-law Amendment 5. Site Plan Control 	A Traffic impact study (TIS) is an evaluation of the effects a proposed development is expected to have on the existing road network. The study is intended to recommend mitigation measures to address travel demands generated by the development, if necessary.

Appendix 1: Areas of Provincial Interest

Features of Interest to the Province or Development Circumstances	(a) if a feature, is it on site or within 500 metres OR (b) if a development circumstance, does it apply? Yes/No	If a feature/ land use, specify distance from site (in metres)	Additional Information that may be required
Employment Lands			If the requested amendment is proposing to remove lands from an area of employment for non-employment use, a comprehensive review should be undertaken to demonstrate: The land is not required for employment purposes over the long term, and that there is a need for the proposed conversion.
Rural Areas located in municipalities			Assess compatibility with rural landscape and whether new development could be sustained by the existing level of rural services. Demonstrate appropriateness of available or planned infrastructure and avoiding the need for unjustified and/or uneconomical expansion of this infrastructure; and Demonstrate compliance with the minimum distance separation formulae where new land uses and new or expanding livestock facilities are proposed.
Class 1 Industry ¹			If sensitive land use is proposed within 70 m from the boundary lines, a noise/odour/particulate study may be needed.
Class 2 Industry ²			If sensitive land use is proposed within 300 m from the boundary lines, a noise/odour/particulate study or other studies may be needed.
Class 3 Industry ³			If sensitive land use is proposed within 1000 m from the boundary lines, an assessment of the full range of impacts and mitigation measures may be needed.
Land Fill Site(s): closed/active landfill			If sensitive land use is proposed, and if within 500 m of the perimeter of the fill area, studies including leachate and groundwater impacts, noise, methane gas control, odour, vermin and other impacts may be needed. The proponent may also be requested to provide other information such as age and size of landfill site; type of waste disposed on site; projected life of site; size of buffer area; amount of truck traffic per day, etc. If proposal is on a closed landfill that is 25 years old or less, approval under Section 46 of the Environmental Protection Act is required and should be obtained prior to any <i>Planning Act</i> approval.
Sewage Treatment Plant and waste stabilization pond			There is a need for a feasibility study if the proposal is for a sensitive land use and the property line is within:

			100 m of the periphery of the noise/odour-producing source structure of a sewage treatment plan (STP) producing less than 500 cubic metres of effluent per day; or 150 m of the periphery of the noise/odour producing greater than 25,000 cubic metres of effluent per day; or 400 m from the boundary line of a waste stabilization pond.
Provincial Highways			Consult with the Ministry of Transportation to assess whether direct access to the provincial highway will be permitted. If so, permits will be required for all proposed buildings/land use and entrances within the permit control area in accordance with the Public transportation and Highway Improvement Act. If the proposed development is located in proximity to a provincial highway, a traffic impact study and stormwater management report will be required by the Ministry of Transportation (MTO)
Airports where Noise Exposure Forecast (NEF) or Noise Exposure Projection (NEP) is >30			If the proposal is to redevelop existing residential uses and other sensitive land uses, or infill of residential and other sensitive land uses in areas above 30 NEF/NEP, assess feasibility of proposal by demonstrating no negative impacts on the long-term function of the airport.
Active railway line and major highways			A noise feasibility study may be needed to determine possible noise impacts and appropriate mitigation measures if sensitive land use is proposed within: 500 m of a main railway line or of any provincial highway; 250 m of a secondary railway line; 100 m of other railways or freeway right of way; and 50 m of a provincial highway right-of-way
Electricity generating station, hydro transformers, railway yards, etc.			If sensitive land use is proposed, and if within 1000 metres, a noise study may be needed to determine possible noise impacts and appropriate mitigation measures.
High voltage electric transmission line			Consult the appropriate electric power service/utility for required buffer/separation distance.
Transportation and other infrastructure, utility, and hydro corridors			If an OPA is proposed for an area in a planned corridor, demonstrate that the proposed development would not preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.
Cultural heritage and archaeology			Significant built heritage resources and significant cultural heritage landscapes shall be conserved; adverse impact on these resources are to be mitigated. Development and site alteration shall only be permitted on lands containing archaeological resources or areas of archaeological potential if significant archaeological resources. have been conserved by removal and documentation, or by preservation on site. Where significant archaeological resources

			<p>must be preserved on site, only development and site alteration which maintain the heritage integrity of the site may be permitted. Development and site alteration may be permitted on adjacent lands to protected heritage property will be conserved. Mitigation measures and/or alternative development approaches may be required in order to conserve heritage attributes of the protected heritage property affected by proposed adjacent development or site alteration.</p>
Prime Agricultural lands/areas			<p>If land is to be excluded from prime agricultural areas to allow for expansion or identification of settlement areas to accommodate growth and development, a comprehensive review must be undertaken. Demonstrate the need for use other than agricultural and indicate how impacts are to be mitigated. (Lands could be excluded from prime agricultural areas for non-agricultural uses provided that the criteria as set out in section 2.3.5 of the PPS are met).</p>
Agricultural operations			<p>If development is proposed outside of a settlement area, need for compliance with the Minimum Distance Separation Formulae.</p>
Mineral mining operations and petroleum resource operations and known petroleum resources			<p>If within 1000 m, demonstrate that development and activities would:</p> <ul style="list-style-type: none"> Not preclude or hinder the expansion of existing operations, or their continued use, or establishment of new resource operations, or access to the resources; Not be incompatible for reasons of public health, public safety or environmental impacts <p>Development and activities which preclude or hinder the establishment of new operations or access to resources, and are adjacent to or in known mineral deposits, petroleum resources, or in significant areas of mineral or petroleum potential are permitted if:</p> <ul style="list-style-type: none"> Resource use is not feasible The proposed land use or development serves a greater long- term public interest, and issues of public health, public safety and environmental impacts are addressed.
Non-operating mine site within 1000 metres			<p>If within 1000 metres, demonstrate to the satisfaction of the Ministry of Northern Development and Mines that the mine has been rehabilitated OR all potential impacts have been investigated and mitigated.</p>
Rehabilitated and abandoned mine sites			<p>If the proposal is on, adjacent to, or within 1000 m, consult with the Ministry of Northern Development and Mines. Progressive and final rehabilitation is required to accommodate subsequent land uses.</p>
Mineral aggregate operations, and known deposits of mineral aggregate resources			<p>There is need for a feasibility study to determine noise, dust/particulate, and hydrogeology if sensitive land use is proposed within:</p> <ul style="list-style-type: none"> 1000 m of the property boundary line (or

			<p>licensed area) of any land designated for or an existing pit; or 1000 m of the property boundary line (or licensed area) of any land designated for or an existing quarry. If within 1000 m of a known deposit of sand, gravel, or bedrock resource, need to demonstrate that development and activities would:</p> <p>Not preclude or hinder the expansion of existing operations, or their continued use, or establishment of new resource operations or access to the resources; Not be incompatible for reasons of public health, public safety, or environmental impacts. Development and activities which preclude or hinder the establishment of new operations or access to resources, and are adjacent to or in known deposits of mineral aggregate resources, are permitted if: The resources is not feasible; or The proposed land use serves a greater long-term public interest, and issues of public health, public safety and environmental impacts are addressed.</p>
Natural heritage systems			<p>If development and site alteration are proposed in a natural heritage system described in an approved official plan, demonstrate how the diversity and connectivity of natural features and the long-term ecological function and biodiversity of the system will be maintained, restored, or improved.</p>
Significant wetlands Significant habitat of endangered species and threatened species			<p>Development and site alteration are not permitted in the features. Are any significant wetlands, or unevaluated wetlands present on the subject lands or within 120 m? Are any known significant habitats present on the subject lands or within 50 m? Has there been preliminary site assessment to identify whether potentially significant habitats are present?</p>
Significant woodlands, valleylands Significant wildlife habitat Significant areas of natural and scientific interest (ANSI)			<p>Development and site alteration are not permitted in the feature unless it can be demonstrated that there will be no negative impacts on the natural features or their ecological functions. Indicated if there are any significant woodlands, significant valleylands, significant wildlife habitat, and ANSI's on the subject land of within 50 m.</p>
Fish Habitat			<p>Development and site alteration are not permitted in fish habitat except in accordance with provincial and federal requirements. Is any fish habitat on the subject lands or within 30 m? Is any lake trout on the subject lands or within 300 m? If yes to any of the above, an environmental impact study may be required.</p>

Adjacent lands to natural heritage features and areas			<p>Development and site alteration are not permitted on adjacent land to natural heritage features unless:</p> <p>The ecological function of the adjacent lands has been evaluated; and</p> <p>It has been demonstrated that there will be no negative impacts on the natural features or their ecological functions.</p>
Sensitive surface water features and sensitive groundwater features			<p>Development and site alteration are restricted in or near sensitive surface water features and sensitive groundwater features.</p> <p>Demonstrate suitable mitigation measures and/or alternative development approaches to protect, improve or restore sensitive surface water features, sensitive groundwater features and their hydrologic functions.</p>
Water Quality and quantity			<p>An assessment is generally required to determine potential impacts of development proposals on water quality and quantity. If the proposal is adjacent to a water body such as a lake or stream, wetland, spring or groundwater recharge area, an impact assessment on the water body may be needed.</p> <p>As well, in areas of high-water table, fractured bedrock or thin overburden, a Hydrogeological report may be required in accordance with the Ministry of Environment (MOE) D-Series Guidelines.</p> <p>(These are not the only instances when a technical study may be needed).</p> <p>Development adjacent to a lake trout lake must address other requirements. Consult with the Ministry of Municipal Affairs and Housing early in the planning process.</p> <p>The province has particular interests in lake trout lakes.</p>
Natural Hazards			<p>Development should generally be directed to areas outside of hazardous lands and hazardous sites.</p> <p>Is the proposal within:</p> <p>A dynamic beach hazard?</p> <p>The defined portions of the one-hundred-year flood level along the connecting channels of the Great Lakes?</p> <p>Areas that would be inaccessible because of flooding, erosion or dynamic beach hazards and a floodway?</p> <p>Is the proposal subject to limited exceptions such as:</p> <p>Safe access appropriate for the nature of the development and the natural hazard?</p> <p>Special Policy Area?</p> <p>Uses which by their nature must be located in the floodway?</p> <p>Where development is permitted in portions of hazardous lands and hazardous sites not subject to the above prohibitions, flood-proofing, protection works standards and access standards must be adhered to.</p> <p>In addition, vehicles and people need to</p>

			<p>have a way to safely enter and exit the area, hazards cannot be created or aggravated and there can be no adverse environmental impacts.</p> <p>Is the subject land within or partially within:</p> <p>Hazardous lands adjacent to the shorelines of the Great-Lakes and large inland lakes (includes flooding, erosion, and dynamic beach hazards)?</p> <p>Hazardous lands adjacent to river, stream, and small inland lake systems (includes flooding and erosion hazards)?</p> <p>Hazardous sites (includes unstable soils and unstable bedrock)?</p> <p>A special policy area shown in an approved official plan? The food fringe in an area subject to the two-zone concept of floodplain management?</p> <p>If the proposal is in a hazardous area, demonstrate how the hazards will be avoided, or where appropriate, addressed through standards and procedures such as flood-proofing and protection works.</p>
Human-made hazards including mine hazards and high forest fire hazards			<p>Development proposed on abutting or adjacent to lands affected by: mine hazards; oil, gas, and salt hazards; or former mineral mining operations, mineral aggregate operations or petroleum resource operations, may be permitted only if rehabilitation measures to address and mitigate known or suspected hazards are under-way or have been completed. Are the subject lands on or within 75 m of existing un- decommissioned oil and gas works?</p> <p>Are the subject lands on or within 1000 m of a salt solution mining well? Demonstrate how the hazard(s) will be addressed.</p>
Contaminated sites			<p>To determine potential soil contamination, proponents must complete a Phase 1 Environmental Site Assessment (ESA) as per the Ministry of Environment regulation. A Phase 2 Environmental Site Assessment would be needed if the site has potential for soil contamination.</p> <p>Remediation of contaminated sites shall be undertaken, as necessary, prior to any activity on the site(s) associated with any proposed new sensitive use such that there will be no adverse effects.</p>
Crown Lands			<p>Consult your local regional Municipal Services Office as the first point of contact for assistance in dealing with planning issues relating to proposals requiring the acquisition or use of Crown Lands.</p> <p>Contact the Ministry of Natural Resources District Office regarding the actual acquisition or use of Crown Land.</p>

Notes:

Class 1 Industry – small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.

Class 2 Industry – medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.

Class 3 Industry – indicate if within 1000 metres; processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.

Hazardous Sites – property or lands that could be unsafe for development or alteration due to a naturally occurring hazard(s).

These hazards may include unstable soils (sensitive marine clays – Leda, organic soils) or unstable bedrock (Karst topography)

Certain areas of Crown Lands are identified by MNR as being of special interests, such as lake access points.

Distances quoted in Table A are approximate and are intended for your guidance in assessing your application.