



Telecommunication Tower Application Form

Pre-Consultation with Township Planning Staff is recommended to aid in determining the level of detail, types of studies, and number of copies required for a complete application. Advice will also be offered as to any other agencies which may be involved in reviewing the application and their requirements.

For a **standard telecommunications tower application** the following should be submitted to the Secretary-Treasurer of the Committee of Adjustment:

- Complete Application Form**
 - Please sign and submit the attached application form in its entirety.
- Letter of Explanation (Cover Letter)**
 - A cover letter detailing the proposal must accompany the application.
- Site Plan/Sketch**
 - Appendix A of the Application Form provides additional information regarding requirements of the mandatory Site Sketch, as well as a sample sketch.
- Application Fee (\$2,575.00)***
 - Fee can be paid by cash, debit or cheque payable to "Township of Springwater".

Please note, the Planning and Development Coordinator will assign a file number for complete applications and this should be used in all communications.

If any questions may arise please feel free to contact the Planning Department.

*Fees may be subject to change. For a complete copy of the Fee & Charges By-law please visit the Township's website: www.springwater.ca/fees



Telecommunications Tower Application Form

Office Use Only	
Application No. _____ Date Received: _____ Date Complete: _____ Roll No. _____	Application Fee: \$2,575.00 Fee Received: _____ Date Received: _____ Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Credit <input type="checkbox"/>

1.0 General Information

1.1 Owner(s) Name: _____

Address: _____
PO Box Street Name & Number City Province Postal Code

Telephone: _____ Mobile: _____

Email: _____

1.2 Agent's Name & Firm: _____

Address: _____
PO Box Street Name & Number City Province Postal Code

Telephone: _____ Mobile: _____

Email: _____

Please submit a list as a separate appendix of any additional individuals or firms that will be working on this application (e.g. Planners, Engineers, Surveyors, Solicitors) if you wish.

1.3 The primary contact for all matters relating to this application (pick one): Owner Agent

2.0 Application Type & Proposal Details

2.1 Application Type:

- Creation of a New Tower Co-location Addition of New Antennae
- Other: _____

2.2 Resubmission of an earlier Application? Yes No Unknown

If yes, please identify the file number: TC- _____ - _____

2.3 Identify the nature and extent of the proposed telecommunication facility (i.e. type, height, size of equipment shed/compound, fencing, etc.):

2.4 What is the distance to the nearest residential properties? _____

3.0 Details of Subject Land(s)

3.1 Subject Property	
Legal Description	
Municipal Address	
Roll Number	

3.2 Easements and Restrictive Covenants:

Are there any easements, restrictive covenants, right-of-way, or other registered agreements affecting the subject property? Yes No

If you answered **yes** above, please provide a description of each and its purpose:

3.3 Official Plan & Zoning By-law:

Current Official Plan Designation of the subject lands: _____

Current Zoning of the subject lands: _____

3.4 Is the subject land located within the regulation limits of the **Nottawasaga Valley Conservation Authority (NVCA)**? Yes No

3.5 Frontage, Depth and Area of the subject lands in metric units.

Frontage: _____

Depth: _____

Area: _____

3.6 Access to the subject lands will be gained by:

Provincial Highway County Road Private Road Township Road

Other _____

3.7 Past and present uses on and around the subject lands:

Does the subject land or any adjacent properties contain any known archeological resources or areas of archaeological potential? Yes No Unknown

Has there ever been an industrial or commercial use, including a storage of gasoline or other fuels on the or adjacent to the subject property? Yes No Unknown

Has there ever been an underground storage tank on the subject lands? Yes No Unknown

Has the subject land or any lands within 500 metres ever been used for the storage/disposal of hazardous materials or waste? Yes No Unknown

Is there any reason to believe that subject lands have been contaminated by former uses on the subject lands? Yes No Unknown

3.8 What type of uses are currently occurring within 500 metres of the subject lands?

North:	
South:	
East:	
West:	

4.0 Buildings & Structures

Details of the existing structures on the subject lands (If additional space is required to list structures please attach the information to the application):

Please note, that a plan showing the dimensions of the subject lands and all existing and proposed buildings thereon (including setbacks to property lines) must be submitted along with this application form. Refer to Appendix A for additional information.

Existing Buildings & Structures

Building/Structure Type:			
Date of Construction:			
Ground floor area (m²)			
Gross floor area (m²)			
Building height:			
Number of storeys:			
Front yard setback (m):			
Rear yard setback (m):			
Side yard setback (m):			
Side yard setback (m):			

5.0 Checklist of Submission Materials

Please use the space provided below to list all of the reports and plans that are included with your submission. Alternatively, a complete list of all materials can be attached to this application form.

Title	Date	Author

6.0 Agreement of Owner/Agent

The Owner/Agent hereby agrees that he/she shall reimburse the Township of Springwater on demand for all costs incurred by the Township of Springwater in processing this application over and above the application fee, including, but without limiting the foregoing, the costs of planning assessment, legal fees, the costs of servicing notices and advertising, meeting space rental, survey fees and engineering costs.

The Owner/Agent hereby authorizes municipal staff and/or agents of the municipality (i.e. engineers) to enter the property for the purposes of performing inspections, without further notice, related to the processing of this application and fully indemnify the municipality for any and all claims or damages arising or resulting from such access.

The Owner/Agent hereby provides consent, for the purposes of the **Freedom of Information and Protection of Privacy Act**, to the Township of Springwater to use and disclose personal information collected as part of any submission.

The Owner/Agent hereby declare that I have read and understand the information set out in the Township of Springwater's **Telecommunication Tower Protocol** and **Section 7.0** of this application.

Date: _____

Signature of Owner

Signature of Agent

7.0 Declaration

I [the Owner/Agent], _____ of the Township of Springwater (or other) _____ of the County of Simcoe (or other) _____ do solemnly declare that all above statements and contained in all of the exhibits submitted herewith are true, and I make this solemn declaration conscientiously believing it to be true and knowing it has the same force and effect as if made under oath and by virtue of the “**Canada Evidence Act**”.

Signature of Owner or Agent

Declared before me at:
The Township of Springwater
in the County of Simcoe
this _____ day of _____, 20_____.

or

Declared before me at:

Commissioner of Oaths

8.0 Authorization

Authorization of Owner for Agent to Make the Application

I, _____, am the owner of the land that is the subject of this application and I authorize _____ to make this application on my behalf, and to provide any of my personal information that will be included in this application or collected during the processing of the application under the **Freedom of Information and Protection of Privacy Act**.

Date: _____

Signature of Owner

Appendix A – Site Plan Requirements

- a) The boundaries and dimensions of the subject land(s);
- b) The proposed location of the Telecommunication Facility (i.e. tower, compound, equipment shed);
- c) The approximate location of all natural and artificial features (for example, buildings, railways, roads, watercourses, drainage ditches, banks of rivers or streams, wetlands, wooded areas, wells and septic tanks), that,
 - Are located on the subject land and on land that is adjacent to it, and
 - In the applicant's opinion, may affect the application;
- d) The current uses of land that is adjacent to the subject land (for example, residential, agricultural or commercial);
- e) The location, width and names of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or a right of way; and
- f) The location and nature of any easement affecting the subject land.