*The Development Consultation Request form is to be completed by the Landowner or Applicant, their Agent, and their Engineering Consultant for Subdivision and Condominium consultations.*

# Request for Consultation

**Date Prepared** Click or tap to enter a date.

**Proposed Application(s)** *Check all that apply.*

|  |  |
| --- | --- |
| [ ]  Draft Plan of Subdivision[ ]  Draft Plan of Condominium (Vacant Land) | [ ]  Official Plan Amendment[ ]  Zoning By-law Amendment |

# Applicant Information

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name** | **Address** | **Contact Information** |
| Registered Owner Information with solid fill |       |       | Phone:      Email:       |
| Applicant |       |       | Phone:      Email:       |
| Agent (*if applicable*) |       |       | Phone:      Email:       |
| Engineering Consultant |       |       | Phone:      Email:       |

Who will act as “Project Lead” on behalf of the Applicant; where should all correspondence be sent?

[ ]  Registered Owner [ ]  Applicant [ ]  Agent [ ]  Engineering Consultant

# Proposed Development Site Information

**Location**

|  |  |
| --- | --- |
| Municipal Address |       |
| Legal Description of the subject lands |       |

**General Property Details**

|  |  |  |
| --- | --- | --- |
| Frontage (metres) | Depth (metres) | Area (hectares) |
|       |       |       |

**Past Consultations**

|  |  |
| --- | --- |
| Have there been any previous Formal Consultations for the subject lands? Information with solid fill | [ ]  Yes [ ]  No |

If YES, indicate the previous File Number(s):

# Development Proposal

## Overview

Provide a brief description of the proposed development.

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## Provincial Planning Statement (PPS)

*As the Provincial Planning Statement (PPS) provides the highest level of policy on matters relating to land use planning. In evaluating the proposed development, identify policy numbers that correspond to the below:*

How does the development contribute to building homes, and sustaining strong and competitive communities?

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How does the development contribute to efficient provision and use of infrastructure and public service facilities?

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How does the development contribute to the wise use and management of resources? (Including Natural Heritage Features)

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How does the development protect public health and safety?

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## Official Plan Review

*Assess how the proposed development conforms with applicable policy components of the City’s Official Plan (*[*The London Plan*](https://london.ca/government/council-civic-administration/master-plans-strategies/london-plan-official-plan)*).*

**Official Plan**

What are the current Official Plan policies applicable to the subject site? Include reference to the applicable maps and any natural heritage features or planning considerations on or adjacent to the subject lands.

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**Secondary Plan**

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| Is the subject site within the boundary of an approved Secondary Plan, as defined in The London Plan? | [ ]  Yes [ ]  No |

If YES, note the applicable Secondary Plan(s):

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**Compatibility with Official Plan**

|  |  |
| --- | --- |
| Is the proposed development consistent with the current Official Plan policies? | [ ]  Yes [ ]  No |

If NO, what amendments are required to the Official Plan to permit this Application to proceed?

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## Other Applicable Studies

|  |  |
| --- | --- |
| Is the subject site within or adjacent to the study area of an Environmental Assessment (EA)? | [ ]  Yes [ ]  No |

If YES, note the applicable Environmental Assessment(s):

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Note any existing plans / studies / guidelines that are within the limits of the proposed development:

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| Does the proposed development conform to the above noted plans / studies / guidelines? | [ ]  Yes [ ]  No |

If NO, describe why not:

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## Zoning By-Law

What is the current Zoning of the subject lands?

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What is the proposed Zoning of the subject lands?

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|  |  |
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| Does the proposed land use represent a significant reduction, or increase, in density over the uses proposed in The London Plan or Area Study? | [ ]  Yes [ ]  No |

If YES, provide rationale for the deviation:

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## Existing Conditions

### Subject Site Use

What is the land use history (past and present) of the subject site?

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Describe existing features (including topography), characteristics and potential constraints (legislative & regulatory, etc.) related to the site. 

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### Adjacent Lands

Describe existing features, characteristics and land uses of the adjacent properties.

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### Environmental Conditions

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| Is the subject site located within, or adjacent to, the City’s Natural Heritage System based on the study trigger distances noted in Table 13 of The Official Plan? | [ ]  Yes [ ]  No |

|  |  |
| --- | --- |
| Are vegetation patches greater than 0.5 hectares located on the subject site? | [ ]  Yes [ ]  No |

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| --- | --- |
| Does the subject site contain features of the Natural Heritage System zoned ER, OS4, or OS5? | [ ]  Yes [ ]  No |

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| --- | --- |
| Are these areas included within the Green Space Place Type? | [ ]  Yes [ ]  No |

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| Are the subject lands regulated by a Conservation Authority? | [ ]  Yes [ ]  No |

If YES, note which Conservation Authority:

Which environmental features does the proposed development site contain?

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Describe environmental characteristics on the subject site that require review.

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Provide brief, descriptive detail identifying potential implications for the proposed development for all applicable environmental features, including significant abutting features external to the plan.

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Identify the subwatershed(s) for the proposed development.

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### Natural Heritage System

Provide a brief summary of the natural heritage protection strategy for the development.

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### Site Contamination

*Provide a brief history of prior site uses and conditions from the perspective of possible site contamination.*

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| Is there a history of spills on the site? | [ ]  Yes [ ]  No |

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| Was the site previously used for landfill purposes? | [ ]  Yes [ ]  No |

|  |  |
| --- | --- |
| Has the site ever housed industrial uses or a gas station? | [ ]  Yes [ ]  No |

|  |  |
| --- | --- |
| Has a Record of Site Condition ever been completed? | [ ]  Yes [ ]  No |

|  |  |
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| Does the subject site abut a contaminated site? | [ ]  Yes [ ]  No |

### Archaeological / Cultural Heritage Concerns

*Completion of an Archaeological Assessment is a requirement of a complete application for a Draft Plan of Subdivision; however, other Cultural Heritage matters may have an impact on the site.*

**Cultural Heritage**

|  |  |
| --- | --- |
| 1. Does all or part(s) of the subject lands have cultural heritage value or interest, or are adjacent to any properties of recognized or potential cultural heritage, designated pursuant to Part IV and/or Part V of the Ontario Heritage Act, listed on the Register of Cultural Heritage Resources, subject to a Heritage Conservation Easement value or interest?
 | [ ]  Yes [ ]  No |

If YES, provide additional details:

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**Archaeological**

What archaeological assessments have already been completed for the subject lands? Note if any archaeological assessments are underway and when these additional archaeological assessments are anticipated to be complete.

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## Parks and Open Space

Identify the size and location of proposed tableland park and open space blocks as described in the City’s [Parkland Dedication By-law](https://london.ca/by-laws/parkland-dedication-law-cp-25) and the rationale for their configuration within the draft plan.

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| Do proposed park blocks and pathway connections implement City Policies, including, but not limited to The London Plan, the Cycling Master Plan, and the Parks and Recreation Master Plan? | [ ]  Yes [ ]  No |

If NO, provide rationale for the proposed deviation from approved City plans.

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Summarize the proposed parkland dedication using the City’s [Parkland Dedication By-law](https://london.ca/by-laws/parkland-dedication-law-cp-25) rates.

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| Is cash-in-lieu of parkland dedication required? | [ ]  Yes [ ]  No |

## Transportation

### Previous Transportation Impact Study

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| Has a Transportation Impact Study (TIS) been completed previously within the area of the proposed site? | [ ]  Yes [ ]  No |

If YES, provides a summary of findings and recommendations, or previous TIS report:

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### Internal Rights of Way

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| Have internal design aspects such as daylight triangles, tapers, intersections and horizontal alignments been considered in terms of safety and impact on draft plan and lotting? | [ ]  Yes [ ]  No |

If NO, explain why?

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### External Roadworks

Briefly summarize assumptions being made regarding external roadworks and road widenings.

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Any safety related concerns with potential access location(s)?

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## Water Servicing

### Existing Water Network

Provide a summary of the existing hydraulic network and whether the existing watermains in the area are on the high-level or low-level systems.

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Identify what studies or works will be required to service the proposed development other than water servicing report.

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### Water Servicing Strategy

Briefly describe the proposed water infrastructure and the anticipated water demands for this development. Include any external areas to be serviced through the development and any assumptions made, upsizing requirements, relocations, etc.

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## Sanitary Servicing

### Sanitary Servicing Strategy

Identify the preferred outlet and describe the proposed sanitary servicing strategy for this site including any assumptions for the proposed sanitary outlet (e.g., how flows might be split if there are multiple outlets, extension of sewers external to the site, temporary servicing measures…etc.).

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### Sanitary System Capacity

Identify the full boundaries of the sewershed (i.e, Adelaide, Greenway, Oxford, Pottersburg, Vauxhall Pollution Contril Plants) for the proposed development describing the total area and estimated population, including all external upstream areas to be conveyed through the development. Population estimates are to be consistent with the City’s Design Specifications and Requirements Manual (latest version) for the anticipated land use. (Example of table included in the Guideline)

Provide a concept routing/drainage area plan along with the completed worksheet to support the above in analyzing the sanitary system capacity*.(Worksheet can be copied on the concept/drainage area plan)*

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## Stormwater Management

### Stormwater Design

*All stormwater management designs shall conform with the current City of London* [*Design Specifications and Requirements Manual*](https://london.ca/living-london/building-renovating/consultant-resources)*, chapters 5, 6, 9, and 18.*

Describe the existing drainage conditions for the site (including any external catchment areas) and identify the applicable as-built information and/or accepted storm drainage reports that were referenced.

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Describe the proposed stormwater management strategy. If applicable, identify any interim servicing measures or Growth Projects that are required.

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## Financial Implications & Claimable Works

### Summary of Anticipated Claimable Works

As part of this consultation submission, complete and submit the Cost-Sharable Works & DC Revenue Estimate Worksheet Which includes a general listing of the anticipated claimable works required to support the proposed development. Include the DC Background Study or GMIS project reference, revised cost estimates, the current anticipated year of construction as well as any requested changes to this timing for review and consideration. *(See guideline for more information)*

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### Summary of Estimated DC Revenues

What assumptions were made when calculating the estimated revenues based on current DC rates? (i.e., proposed development types, density, unit types, expected number of units, proposed floor space, etc.). Some development types may be eligible for DC exemptions and/or discounts in accordance with the *Development Charges Act* (i.e., Non-profit Housing, Affordable Housing, Rental, Industrial, Institutional, etc.), if proposed within this development, ensure that assumptions are clearly detailed below and in the worksheet.

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# Complete Consultation Checklist

A complete consultation request should include:

[ ]  1) Completion of this Development Consultation Request form.

[ ]  2) Payment of the consultation fee.

[ ]  3) Preliminary Concept Plan (flattened PDF, size 11x17 minimum). Details should include at a minimum:

* Block types with area (hectares), proposed zoning, and proposed heights
* External road connections at boundary of the site
* Right-of-Way widths

[ ]  4) Exhibits (packaged as a single PDF) including:

[ ]  Cost-Sharable Works & DC Revenue Estimate Worksheet

[ ]  Preliminary Sanitary Drainage Area Plan

[ ]  Preliminary Stormwater Drainage Area Plan

[ ]  Drawings

# Reference

Refer to the Path 2 Approval Guideline companion document for additional information and direction on how to successfully complete this Development Consultation Request form.