

FLOWER CITY



BRAMPTON.CA

## Guidelines for Applicants Pre-consultation

In accordance with OP93-293 and OP2006-011, the Planning Design and Development Department requires applicants to pre-consult with staff prior to the submission of an application requiring Planning Act approval. The following procedure will be followed:

1. the applicant is to complete the Development Application Pre-consultation form and provide a concept site plan and submit it to the Planning Design and Development Department
2. staff will review the material and determine whether they need to meet with the applicant to further discuss the proposal. In such cases, staff may take the proposal to its Growth Management Development Review Team for input. This team meets every two weeks and is comprised of City staff plus representatives from the area conservation authorities, the school boards and the Region of Peel.
3. if a meeting with the applicant is determined necessary, staff will inform the applicant and arrange a meeting. After the meeting, staff will proceed to send the pre-consultation form back to the applicant advising what material is required for a complete application.
4. if no meeting is required, staff will send the pre-consultation form back to the application advising what material is required for a complete application.
5. even if staff feels that a meeting is not required if the applicant wants to meet with staff after they have submitted the pre-consultation form, this can be arranged.



Office Use Only
File: _____
Geoid: _____

**City of Brampton  
Development Application Pre-Consultation Form**

*The personal information collected on this form is collected under the authority of the Planning Act RSO 1990, c.P. 13 and will be used only to process this form. Questions about the collection of personal information should be directed to the City of Brampton Freedom of Information and Privacy Coordinator, City Clerks Office, 2 Wellington Street West, Brampton Ontario L6Y 4R2*

**Submission Date:** \_\_\_\_\_

**Pre-Consultation Meeting Date:** \_\_\_\_\_

**Applicant Name:** \_\_\_\_\_

**Applicant Address:** \_\_\_\_\_

\_\_\_\_\_

**Owner:** \_\_\_\_\_

**Site Address:** \_\_\_\_\_

**Site Area:** \_\_\_\_\_

**Concept Plan attached dated:** \_\_\_\_\_

**Associated Fee: \$321.00**

**APPLICATION TYPE**

Official Plan Amendment		Zoning By-law Amendment or Holding removal		Plan of Subdivision	
Plan of Condominium	(i) Standard		(ii) Common Element	(iii) Vacant Land	
	Site Plan				

1. Brief description of proposed development:

---

---

---

---

2. Has an application been submitted to the Region of Peel to amend their Official Plan or will it be submitted? YES \_\_\_\_\_ NO \_\_\_\_\_

3. a) Existing City of Brampton Official Plan designation: \_\_\_\_\_

Conformity with City Official Plan designation?

YES \_\_\_\_\_ NO \_\_\_\_\_ MORE INFORMATION NEEDED \_\_\_\_\_

b) Existing Zoning: \_\_\_\_\_

Conformity with existing zoning: YES \_\_\_\_\_ NO \_\_\_\_\_

If NO what is the proposed zoning? \_\_\_\_\_

4. Fees Required at time of Application:

In accordance with the Fee Schedule By-law.

Separate cheques are payable to the City, Region, Credit Valley Conservation and the Toronto and Region Conservation.

5. Informal Open House

All applications could benefit from having an informal open house.

Date to be held \_\_\_\_\_

Date held \_\_\_\_\_

---

**Items 6, 7 and 8 below are for Office Use only**

6. We recommend that you contact the following agencies:

Region of Peel \_\_\_\_\_

Peel District School Board \_\_\_\_\_

Dufferin-Peel Catholic District School Board \_\_\_\_\_

Credit Valley Conservation \_\_\_\_\_

Toronto Region Conservation \_\_\_\_\_

Other \_\_\_\_\_

7. Required Information:

<b>Concept site plans, mapping, drawings, reports and technical studies</b>		<b>5 copies unless otherwise noted</b>
7.1	Environmental Implementation Report or Master Environmental Servicing Plan	
7.2	Functional Servicing Report	
7.3	Noise/Vibration Study	
7.4	Traffic Impact Study	
7.5	Urban/Civic Design Brief	
7.6	Archaeological Study	
7.7	Grading and Drainage Plan	
7.8	Sediment/Erosion Control Plan	
7.9	Concept Site Plan	
7.10	Planning Justification Report	
7.11	Tree Inventory and Preservation Study	
7.12	Hydrogeological Report	
7.13	Market Impact/Planned Function Study	
7.14	Financial Impact Study	
7.15	Top of Bank Demarcation	
7.16	Shadow Study	
7.17	Facility Fit Plan	
7.18	Phase 1 Environmental Site Assessment	
7.19	Phase 2 Environmental Site Assessment – Record of Condition	
7.20	Heritage Impact Assessment	
7.21	Environmental Impact Report/Environmental Impact Study	
7.22	Other	

8. Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTES:**

1. **The purpose of this form is to identify the information required to commence processing of this development application, as well as any information required during the processing of the application. Pre-consultation does not imply or suggest any decision whatsoever on behalf of City staff or the Corporation of the City of Brampton to either support or refuse the application.**
2. **The Planning Act timelines will not begin if an application is submitted without the information identified in this pre-consultation form and all of the required fees.**
3. **Acknowledgement of Public Information:**  
**The applicant acknowledges that the City 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, and any supporting materials 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.**
4. **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. The applicant will be required to provide this at their expense.**

This preliminary information has been provided to the applicant on:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Planner

Via: mail \_\_\_\_\_  
Fax \_\_\_\_\_  
e-mail \_\_\_\_\_