

REGIONAL OFFICIAL PLAN AMENDMENT APPLICATION

YORK REGION SUBMISSION REQUIREMENTS

To amend the Regional Official Plan, please submit the completed application form along with the following materials and a copy of this completed 'Submission Checklist'. Additional submission requirements may be identified through the Regional review process. Please provide electronic copies of the following:

SUBMISSION CHECKLIST

- 1. Digital Submission** - All submissions must include digital copies of the items outlined in the checklist on a DVD/USB flash drive:
 - All submissions must include digital copies on a CD/DVD/USB flash drive. Supported files may be in the following formats: PDF, DOC, DOCX, XLS, XLSX, PPT, PPS, PPTX, TIF, TIFF, JPG, PNG, IMG or BMP. Searchable PDF files are required for forms, reports and other supporting documentation. Documents cannot be compressed or zipped; Maps and drawings must be to-scale.
- 2. Processing Fees** (refer to York Region Fee Bylaw No. 2010-15, as amended):
Cheque to be made payable to 'The Regional Municipality of York', quoting the development application's municipal file number, property address, and owner's name and contact information.
- 3. One copy** the Regional application form and the draft Official Plan amendment
- 4. Planning Justification Report**
- 5. Transportation Mobility Plan**
- 6. Servicing Plan**
- 7. Natural Heritage Evaluation**
Required for all proposed development on or within 120 meters of a key natural heritage feature on the Oak Ridges Moraine, or the Natural Heritage System of the Greenbelt, or the Lake Simcoe watershed outside of the Greenbelt or the Oak Ridges Moraine planning areas and existing settlement areas
Environmental Impact Statement
Required for all lands within 120 meters of the Regional Greenlands system that are located outside of the Oak Ridges Moraine Conservation Plan and the Greenbelt Plan
- 8. Hydrological Evaluation**
Required for all proposed development within 120 meters of a key hydrologic feature on the Oak Ridges Moraine or Greenbelt
- 9. Agricultural Impact Assessment**
Required for all proposed non-agricultural development within the Greenbelt
- 10. Landform Conservation Area Plan**
Required for all proposals on landform conservation areas within the Oak Ridges Moraine
- 11. Earth Sciences Heritage Evaluation**
Required for all proposed development within the minimum area of influence of an earth science area of natural or scientific interest
- 12. Lake Simcoe Protection Plan Conformity Evaluation**
Required for all proposed development within the Lake Simcoe watershed

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YORK REGION SUBMISSION REQUIREMENTS (CONTINUED)

SUBMISSION CHECKLIST (CONTINUED)

13. Archaeological Assessment

Required for all proposed development on lands containing significant or potentially significant archaeological resources

14. Regional Impact Analysis

Required for all applications for retail greater than 30,000 square metres of gross leasable area

15. Greenbelt Conformity Evaluation

Required for all proposed development within the Greenbelt

16. Oak Ridges Moraine Conformity Evaluation

Required for all proposed development within the Oak Ridges Moraine Conservation Plan Area

17. Aggregate Study

Development within and/or adjacent to mineral aggregate resources

*Not all of the materials identified above may be required.

OWNER CONTACT INFORMATION

NAME:

EMAIL:

ADDRESS:

TELEPHONE:

EXT.:

SIGNATURE: _____ **DATE:**

AGENT/CONSULTANT CONTACT INFORMATION

NAME:

EMAIL:

ADDRESS:

TELEPHONE:

EXT.:

SIGNATURE: _____ **DATE:**

Please submit the completed form and package to:

York Region, Corporate Services Department, Planning and Economic Development Branch,
Community Planning and Development Services, 17250 Yonge Street, 4th Floor, Newmarket, ON L3Y 6Z1

Please send electronic submissions to: developmentsservices@york.ca