

DRAFT APPROVAL of a PLAN of SUBDIVISION and CONDOMINIUM

YORK REGION SUBMISSION REQUIREMENTS

To facilitate the Regional development review process for draft approval of a draft plan of subdivision and condominium, please submit the following materials. 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:
 - › 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 phone number.

- 3. One copy of the Local Municipal Application Form**

- 4. Proposed Draft Plan** (one hard copy)

- 5. Transportation Mobility Plan**

- 6. Functional Servicing Report**

- 7. Noise and Vibration Study**

- 8. For Lands to be Conveyed** to York Region: **one copy** of any Environmental Site Assessments completed in general accordance with **Ontario Regulation 153/04** for the entire property. The ESA must be less than two years old at the time of land conveyance.

- 9. Geotechnical Report**

- 10. Hydrogeological Report**

- 11. Applicant's Articles of Incorporation** or Proof of Land Ownership (i.e. Certificate of Title)

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

**Note: The following is for information purposes and does not replace the requirements of the *Planning Act* and Ontario Regulation 543/06

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YORK REGION SUBMISSION REQUIREMENTS (CONTINUED)

SUBMISSION CHECKLIST (CONTINUED)

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: developmentservices@york.ca