

# Mandatory Downspout Disconnection Exemption

Before applying for an exemption, property owners must make every effort to disconnect their downspouts from the City's sewer system.

Please complete the Mandatory Downspout Disconnection Exemption Application only if your building has one or more downspouts that are currently connected to the City's sewer system and you are seeking an exemption because disconnection is not technically feasible or would create a hazardous condition.

If all your downspouts are disconnected or you will be disconnecting them in the near future, there is no need to complete this application.

## Contact Information

<b>Full legal name of registered property owner(s)*.</b>			
First Name		Last Name	
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Telephone Number		Mobile Number	Email Address

## Property Address

<b>Property Address same as mailing address stated above. If not, specify below.</b>			
Street Number		Street Name	
City/Town		Province	Postal Code
		Suite/Unit Number	

## Property Information

Dwelling Type	Residential Commercial Industrial Institutional	Total number of external downspouts/ rainwater leaders at ground level - disconnected from city sewer system: - connected to city sewer system:	Total number of internal downspouts/rainwater leaders (not visible from outside of the property), if applicable:
<p>Please indicate if one of the following situations apply to your building or property:</p> <ul style="list-style-type: none"> <li>The building only has an internal drainage system</li> <li>The building has a Registered Heritage Designation</li> <li>The property is within or adjacent to the area protected by the Ravines and Natural Feature Protection by law</li> <li>The property was assessed under the City of Toronto's Voluntary Downspout Disconnection Program. The recommendations made by the City Staff were followed, or your property was deemed not feasible for disconnection, and conditions on the property have not changed. Please read and sign the Declaration section ONLY (page5).</li> </ul>			

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## Supporting Documentation

Please submit the following:  
 A completed and signed **Mandatory Downspout Disconnection Exemption Application** form  
 A completed Questionnaire (page 2 and 3)  
 A Property Sketch (page 4). A sample is provided to assist you.  
 Please use the downspout number (i.e. Downspout #1, Downspout #2, etc.) from your completed Questionnaire and label the downspouts on your Property Sketch and any supporting information to match.  
 You are also encouraged to supply any additional information that would assist us in the review of your application, such as photographs. Please ensure your photographs clearly show the downspout and surrounding areas.

## Questionnaire

Please complete the information for each downspout on your property. Ensure the same downspout number(s) below are assigned and match those shown on the Property Sketch (page 4) and any other supporting documentation.

	Downspout #	Downspout #	Downspout #	Downspout #
1	Is this downspout currently connected to the City sewer system?			
	Yes No	Yes No	Yes No	Yes No
If <b>No</b> selected for the downspout, there is no need to complete the remaining questions for that particular downspout. Please move onto the next downspout.				
2	Are you applying for an exemption on the basis that the disconnection:			
	will create a hazardous condition is technically not feasible both of the above	will create a hazardous condition is technically not feasible both of the above	will create a hazardous condition is technically not feasible both of the above	will create a hazardous condition is technically not feasible both of the above
Please explain in detail (use extra pages, if necessary)				
3	What surface and landscaping features are within 2 metres of the downspout? (Please label features on the Property Sketch (page 4).)			
	Grass Garden Patio Walkway Parking Pad Laneway City Sidewalk Swale or Depression Other, please specify:	Grass Garden Patio Walkway Parking Pad Laneway City Sidewalk Swale or Depression Other, please specify:	Grass Garden Patio Walkway Parking Pad Laneway City Sidewalk Swale or Depression Other, please specify:	Grass Garden Patio Walkway Parking Pad Laneway City Sidewalk Swale or Depression Other, please specify:

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## Questionnaire (Continued)

	Downspout #	Downspout #	Downspout #	Downspout #
4	What is the approximate distance from this downspout to the neighbouring property?			
	metres feet	metres feet	metres feet	metres feet
5	Can the downspout be moved and/or relocated, altered or extended to allow water to be discharged to an area that would not create a hazardous condition?			
	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)
6	Is there any corrective or preventative measure that can be taken to avoid or mitigate the hazard?			
	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)	Yes No  If <b>No</b> selected for the downspout, please explain in detail (use extra pages, if necessary)
7	Optional Comments (use extra pages, if necessary):			

If additional downspouts are identified, please reprint the Questionnaire (page 2 and 3)

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## Property Sketch

Please include the following on your Property Sketch:

- Any main features such as grass, driveway, walkways, deck, pool, trees or gardens, etc.
- All downspouts at ground level (Please label according to the downspout number used on the Questionnaire, i.e. Downspout #1, Downspout #2, etc.).
- Check off the appropriate property boundary features ( Other: can include laneway, ravine, park, etc.).

<b>Property Boundary:</b>				<b>NOT required to sketch to scale</b>																											
Curb				Property Line				Sidewalk				Other:																			
<b>Property Boundary:</b> Curb Property Line Sidewalk Other:																	<b>Property Boundary:</b> Curb Property Line Sidewalk Other:														
<b>Front of Property</b>																															
<b>Street Name:</b>																															
<b>Property Boundary:</b>																															
Curb				Property Line				Sidewalk				Other:																			

# Mandatory Downspout Disconnection Exemption

## Eligibility Criteria

To be eligible for consideration for an exemption under subsection 681-11 (6) of Chapter 681, sewers, of the City of Toronto Municipal Code ("Chapter 681"); the Applicant must meet the following requirements:

1. The Applicant(s) must be the legally registered owner(s) of the subject property;
2. The Applicant must provide all of the documentation required in this application; and
3. Disconnection of the downspouts on the subject property from a City combined or storm sewer (as applicable) must, in the determination of the General Manager of Toronto Water (the "General Manager"), create a hazardous condition or not be technically feasible.

## Terms

1. Where the documentation submitted by an Applicant is insufficient for the General Manager to make a determination as to the eligibility for an exemption, the General Manager reserves the right to require, but is not obligated to do so, such further and other documentation as the General Manager considers necessary to make such determination.
2. **Provision of Access to the City**  
The Applicant shall provide the City with such reasonable access to the General Manager and his representatives to the subject property, as the General Manager may deem necessary, to verify the information contained in the Applicant's application and to determine eligibility for an exemption, if the General Manager so requests.
3. Neither the completion and submission to the City of this application by the Applicant nor the review by the City of this application shall constitute the granting of an exemption under subsection 681-11S(6) of Chapter 681. The granting of an exemption shall be in the General Manager's determination and, where granted, the exemption shall be issued in writing by the City to the owner(s) of the subject property indicated on this application.
4. The General Manager reserves the right to revoke an exemption previously issued where any information provided in this application or in support of this application by the property owner(s) or any person on his or her behalf is false, misleading or inaccurate in whole or part.
5. The General Manager reserves the right to revise the application form or the exemption process from time to time. The City reserves the right to amend, modify or revoke the exemption provided under subsection 11S(6) of Chapter 681 as it deems appropriate.

## Declaration

In order for your application to be reviewed, all information must be completed. In addition, City staff may inspect your property to verify the provided information; by submission of this application you grant permission to City staff to enter onto your property for inspection/verification purposes.

**I am the registered owner of the subject property and certify that the information contained in this application, and all other attached/enclosed documentation is accurate and true in all respects\*.**

Signature

Printed Name (First, Last)

Date (yyyy-mm-dd)

\*In the case of ownership by a corporation, a person with the authority to bind the owner may submit this application.

**Please forward the completed application by mail:**

**City of Toronto  
Mandatory Downspout Disconnection Program  
PO Box 15266  
STN B RM B  
Toronto, ON M7Y 2W1**

Toronto Water collects personal information on this form under the legal authority of the City of Toronto Act, 2006, sections 6, 8(1), 8(2), and 136 and the Toronto Municipal Code, Chapter 681, Sewers, section 681-1.1. Administration and section 681-11. S. (6) Storm Water Drainage. The information will be used to administer the City's Mandatory Downspout Disconnection Program ("Program"), to process and evaluate your exemption application, including to assess your eligibility for the exemption, to contact you in relation to the Program, your application and your customer feedback on the City's delivery of the Program, through the use of surveys or questionnaires, and for aggregate statistical reporting, as well as further reporting based on the customer feedback received, to City Council and City Senior Management related to the Program, including customer satisfaction, proposed improvements to the Program, and the City's services. Questions about this collection can be directed to the Manager, Customer Care, at PO Box 15266, STN B RM B, Toronto, Ontario M7Y 2W1 or by telephone at 416-392-1807.