

<input type="checkbox"/> Toronto & East York Panel Toronto City Hall 100 Queen Street West Toronto, Ontario M5H 2N2 416-397-5330	<input type="checkbox"/> North York Panel North York Civic Centre 5100 Yonge Street Toronto, Ontario M2N 5V7 416-397-5330	<input type="checkbox"/> Scarborough Panel Scarborough Civic Centre 150 Borough Drive Toronto, Ontario M1P 4N7 416-397-5330	<input type="checkbox"/> Etobicoke York Panel 2 Civic Centre Court Toronto, Ontario M9C 5A3 416-397-5330
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Submission Requirements (see pages 4-5)

Unless otherwise noted in the Submission Requirements for your type of application, please include with your application a minimum of 7 sets of plans. All plans to be folded individually to 215 mm x 350 mm (8.5" x 14") with the title block exposed. Collate the plans into sets. Please note, plans that are not folded will not be accepted.

Address of subject land (Street Number/Name)

Describe location (closest major intersection, what side of street land is located):

Legal description:

Present use of subject land:		Proposed use of subject land:	
Registered Owner of subject land (as it appears on Deed/Transfer)		E-mail	
Mailing Address	City	Postal Code	
Telephone (area code + number):	Fax (area code + number):		
Applicant name (in full)		Business E-mail	
Applicant is: <input type="checkbox"/> Owner <input type="checkbox"/> Lawyer <input type="checkbox"/> Architect <input type="checkbox"/> Agent <input type="checkbox"/> Contractor <input type="checkbox"/> Telecom Company:			
Mailing Address	City	Postal Code	
Telephone (area code + number):	Fax (area code + number):		
Is the subject land designated under the Ontario Heritage Act? <input type="checkbox"/> Yes <input type="checkbox"/> No			

File Number(s): _____ Project Identifier: _____ Date Received: _____
 Civic Service Centre: _____ Ward: _____
 Staff Contact: _____ Phone No. _____

2025 Telecommunications Tower Application

(Effective January 1, 2025)

Project Data

Note: More detailed statistics may be requested during review of the application

Site Data

Existing total lot area:	Existing lot frontage:	Existing lot depth:
_____ m ²	_____ m	_____ m

Building Data

Date of construction of the existing building (if known): _____

No. of buildings to be retained: Existing: _____ + Proposed: _____ = Total _____

► Ground floor area Existing: _____ m² Proposed: _____ m²

► Height of building(s) Existing: _____ storeys _____ m

Minimum Setbacks	Front Lot Line	Side Lot Line	Side Lot Line	Rear Lot Line
Existing building to be retained	_____ m	_____ m	_____ m	_____ m
Proposed building	_____ m	_____ m	_____ m	_____ m

Other information on setbacks (if appropriate): _____

Parking and Loading Data

Number of parking spaces provided in project: _____

Access and Services

Road access ☐ Provincial Highway ☐ Municipal street ☐ Public lane ☐ Private right-of-way

Estimated Radio Frequency Emissions as a percentage of Safety Code Six _____

As set out in Chapter 441-4 of the City of Toronto Municipal Code, fees are adjusted every January 1st.

Fees may be paid by cash, cheque, debit card, American Express, MasterCard or Visa.

- Payment by American Express, MasterCard and Visa is limited to a maximum of \$20,000.00. Any balance of payment may be paid by cash, cheque or debit card.
- Payment by personal or company cheque that is less than \$2,000.00 must be certified.

Please make all amounts payable to the Treasurer of the City of Toronto.

2025 Telecommunications Tower Application

(Effective January 1, 2025)

Authorization of Agent

I/We _____ authorize _____
(please print) (please print)

to act as agent and sign the application form to the City of Toronto on my/our behalf for the lands known as

Name of land owner _____ Signature _____ Date _____
(please print)

Name of land owner _____ Signature _____ Date _____
(please print)

Corporate seal(s), if applicable

Signature of Signing Officer(s) of Corporation _____

Signature of Signing Officer(s) of Corporation _____

Declaration of the Land Owner

I/We _____, do solemnly declare that
(please print)

1. As of the date of this application, I am the registered owner of the lands described in the application. I have examined the contents of the application, certify that the information submitted with it is accurate and concur with the submission of the application.
2. Enclosed is the required fee, which I certify is accurate, and the prescribed information and supporting documentation required for each application. I agree to pay any further costs which may be determined as these applications are reviewed.

Name of land owner _____ Signature _____ Date _____
(please print)

Name of land owner _____ Signature _____ Date _____
(please print)

Applicant's Signature

Signature of owner/agent _____ Date _____

The personal information on this form is collected under the legal authority of the City of Toronto Act, S.O. 2006, Chapter 11. Schedule A, s. 136 (c) and the Radiocommunication Act, R.S.C., 1985, c. R-2. and City of Toronto By-Law No. 251-2008. The information is used to facilitate the land-use consultation process stipulated by Industry Canada in connection with the telecommunications tower application. Questions about this collection can be directed to the Manager, Customer Service, Toronto Building at one of the addresses indicated on top of page 1 of this application.

2025 Telecommunications Tower Application

(Effective January 1, 2025)

Telecommunications Tower Application Checklist

Application Requirements:

- ☐ Full Fees and digital pdf copy of all requirements below on CD/DVD or USB drive.
- ☐ Completed Telecommunications Tower Application Form
- ☐ Boundary Plan of Survey
- ☐ Context Plan
- ☐ Building Elevations
- ☐ Roof Plan
- ☐ Perspective Drawing
- ☐ Landscape Plan
- ☐ Tree Preservation Plan
- ☐ Site Selection / Justification Report, as outlined in Section 4B(c) of the telecommunications protocol – available at www.toronto.ca/planning/pdf/clerks_telecom_protocol_2009.pdf
- ☐ Colour photograph(s) with proposed telecommunications tower superimposed
- ☐ Site Plan in accordance with Site Plan Control Application Requirements, showing proposed leased area - available at www.toronto.ca/developing-toronto/pdf/guide_sectionD.pdf
- ☐ Map showing the horizontal distance between the proposed leased area boundary and the nearest property zoned for low density residential uses

Site Statistics (In accordance with the City of Toronto Telecommunications Protocol)

1. Height of the Tower*: _____ m
3 times the Height of the Tower _____ m
2. Required Notification: _____ m
(Greater of either 120 metres or 3 times the height of the tower)

*Note: The City of Toronto's protocol states that the tower height is to be calculated based on the distance between the tip of the highest point of the tower and the crown of the adjacent road. Where information on the elevation of the crown of the road is not available, please visit the site. Visually estimate if there is a grade change between the paved portion of the road and the edge of the road allowance. If not, then assume a crown of 0.1 m. The height of the tower will be equal to the physical height of the tower plus the difference in the height between the spot elevation near the base of the tower minus the spot elevation near the road allowance minus the difference in height between the crown of the road to the height of the spot elevation near the road allowance.

2025 Telecommunications Tower Application

(Effective January 1, 2025)

Information/Studies required:

City Planning:

- ☐ Natural Heritage Impact Study
- ☐ Archaeological Assessment
- ☐ Heritage Impact Assessment (Conservation Strategy)
- ☐ Other:

Engineering and Technical Services:

- ☐ Stormwater Management Report
- ☐ Environmental Impact Study
- ☐ Contaminated Site Assessment
- ☐ Other:

Urban Forestry:

- ☐ Arborist/Tree Preservation Report
- ☐ Other:

Toronto Building:

- ☐ Zoning Applicable Law Certificate Program – Recommended
- ☐ Other:

External Contacts: You should contact these agencies, boards and commissions directly regarding their requirements and any applicable fees.

City Affiliated Agencies:

- ☐ GO Transit

THIS SECTION FOR OFFICE USE ONLY

Applicant: _____ Location of Site: _____
Ward: _____ Ward Councillor: _____ File No. _____

Note: Not all of the above requirements will apply to a proposal. The preliminary consultation meeting will determine which of these must be provided with the initial submission to consider the application complete. Requested information/studies can also be better defined by representatives of the various City divisions. All assessments offered by staff are preliminary and based on the information available. Requirements indicated above are subject to change pending further review of the application(s).