

Appendix 9.1.2 – Draft Pre-Screening Protocol for Planning Act Applications

Planning Act Application Screening Protocol

This screening protocol is intended to be used by municipalities to assist with determining which Planning Act applications need to be circulated to the UTRCA for comments. The use of the pre-screening protocol by municipalities can streamline the review process and eliminate the need for applicants to pay the UTRCA Planning Act review fee for those applications that do not need to be reviewed by the UTRCA.

Subdivisions, Condominiums and Official Plan Amendments

Because of the potential for large scale impacts on the natural environment, all plans of subdivision within the UTRCA watershed are to be circulated for review and comment. Sediment and erosion control and stormwater management quality control will be required for most plans of subdivision. Stormwater quantity control needs will be determined based on the availability of a master drainage plan or the physical characteristics of the receiving watercourse.

All official plan amendment applications need to be forwarded for UTRCA review.

Other Planning Act Applications

For other site specific development proposals, a screening process has been developed with the objective of minimizing the number of applications that need to be forwarded to the UTRCA for review. Application review fees are required only for those applications that are identified for circulation to the UTRCA.

The pre-screening protocol is map based. The maps will reflect the most current location information available for natural hazard, natural heritage and natural resource areas. Adjacent lands, allowances and areas of interference are included on the maps to ensure that the area of potential interest is reflected. Copies of the maps and training will be provided to municipal staff.

It is recommended that all applications where the subject property is within the feature or area or within the identified adjacent land, allowance or area of interference, be circulated for UTRCA review and comment. The decision to circulate an application for Conservation Authority review is to be made by the municipality that receives the application. The municipality may consult the Conservation Authority on this issue. The UTRCA, in cooperation with the municipality, may develop procedures for streamlining the collection of fees.