



# Pre-Consultation for Development Application (Excluding SitePlans)

**Private and Confidential**

Development Planning Section  
50 Dickson Street, 3<sup>rd</sup> Floor, P.O.Box 669  
Cambridge, Ontario N1R 5W8  
(519)621-0740

**Pre-consultation is required** for development proposals requiring amendments to the Official Plan, Zoning By-law, and Plans of Subdivision or Condominium. The submission schedule can be found on page 6 of this application form.

**A minimum of two (2) alternative design options is required.** Applications that do not include at least two alternative design options will not be processed.

Note: Information in pre-consultation applications is private and confidential unless a formal request for release of the information is received through the Municipal Freedom of Information and Protection of Privacy Act.

1.0 General Information		
Municipal Address: _____		
Assessment Roll No. _____		
Lot: _____	Concession: _____	
Registered Plan No. _____	Lot(s): _____	
Reference Plan No. _____	Part(s): _____	
Have there been any previous pre-consultation applications submitted for the subject property?	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>

2.0 Registered Owner*	
Name: _____	
Address: _____	
City: _____	Postal Code: _____
Phone: _____	Ext. _____
Email: _____	

\*If a numbered company, also give the name and address of the principal owner. If more than one owner, complete an additional page for each owner

### 3.0 Applicant (If Different Than Owner)

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Ext. \_\_\_\_\_  
 Email: \_\_\_\_\_

### 4.0 Primary Contact

All contact with the City of Cambridge regarding this application will go through a single point person. Please indicate who the primary point of contact is:

Registered Owner  Applicant

### 5.0 Existing Conditions

Existing use of the Property: \_\_\_\_\_

Existing Zoning: \_\_\_\_\_

Designation in City of Cambridge Official Plan: \_\_\_\_\_

Designation in Region of Waterloo Official Plan: \_\_\_\_\_

Are there any existing natural features on site or adjacent to the site Yes  No   
 (trees, streams, steep slopes, wetlands, etc.?)

If **yes**, please identify: \_\_\_\_\_

Are there any existing municipal services (i.e. water/sanitary) on the site? If privately serviced, please specify servicing arrangements (i.e. septic tank and well water). Yes  No

If **yes**, please show the details such as size and location

Are there any buildings on or adjacent to the subject land that are designated under the Ontario Heritage Act or are identified as Yes  No

Properties of Interest?

Is the site located on a Regional Road? Yes  No

If **yes**, the Owner will be required to obtain a Regional Access permit approval and clearance prior to Site Plan Approval

### 6.0 Proposed Development

Proposed Use: \_\_\_\_\_

Proposed Official Plan Designation (if applicable): \_\_\_\_\_

Proposed Zoning Classification (if applicable): \_\_\_\_\_

Proposed Buildings	Approximate Area	Building Height	No. of Storeys	No. of Units
Building 1				
Building 2				
Building 3				
Building 4				

Total Proposed Building Area: \_\_\_\_\_

No. of Proposed Dwelling Units: \_\_\_\_\_

### 7.0 Affordable Housing

a) Is this application for an affordable **ownership** housing project? Yes  No

b) Is this application for an affordable **rental** housing project? Yes  No

If **yes**, to either a) or b) please contact the Senior Planner – Reurbanization to confirm eligibility for the City of Cambridge’s Affordable Housing Community Improvement Plan program.

**Note:** Eligible affordable housing projects are exempt from development application, building permit and sign fees. Projects may be eligible for deferral of development charges and Tax Increment Grants.

8.0 Environmental Conditions		
Is the site regulated by the Grand River Conservation Authority?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If <b>yes</b> , the Owner is responsible for obtaining all necessary clearances.		
Is the site a known or suspected contaminated site?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Have any environmental site contamination studies been completed? (i.e. Phase 1, 2010, Phase 2, 2012)?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If <b>yes</b> , please explain: _____		
Has a Record of Site Condition been filed with the Ministry of the Environment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is there a Certificate of Property Use on the subject property?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
Is the site located within a Source Water Protection Area?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If <b>yes</b> , the Owner will be required to obtain a Notice of Source Protection Plan Compliance (Section 59 Notice). Notices can be obtained from the <a href="#">Region's TAPS Website</a> .		
<p><b>Applicants are responsible for ensuring the completeness of their application and that source water protection requirements are met under the Clean Water Act; and that despite any review of the application by the City, the City does not accept any liability for the information provided or warrant that the Clean Water Act requirements have been met.</b></p>		

9.0 Related Planning Applications		
Is or was the project subject to an Official Plan Amendment, Zoning By-law Amendment or Minor Variance Application?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If <b>yes</b> , please indicate the FileNo. _____		

10.0 Planning Compliance		
Does the development conform to the Zoning By-law?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If <b>no</b> , please attach an explanation.		



## ENVIRONMENTAL SITE SCREENING QUESTIONNAIRE

The Regional Municipality of Waterloo  
 Planning, Housing and Community Services  
 150 Frederick Street, 8<sup>th</sup> Floor  
 Kitchener, Ontario N2G 4J3  
 (519)575-4533

◆ Cambridge ◆ Kitchener ◆ North Dumfries ◆ Waterloo ◆ Wellesley ◆ Wilmot ◆ Woolwich◆

**This form must be completed and signed by the property owner(s) for all development applications submitted to the Regional Municipality of Waterloo (The Region).**

**MunicipalAddress** \_\_\_\_\_

1. What are the current uses of the property?

\_\_\_\_\_

\_\_\_\_\_

2. Was the subject property ever used for industrial purposes? yes    no    uncertain  
**If yes**, please describe approximate dates and types of industry:

\_\_\_\_\_

3. Was the subject property ever used for commercial purposes where there is potential for site contamination (i.e., automotive repair, gas station, dry cleaning operation, chemical warehousing etc.)? yes    no    uncertain  
**If yes**, please describe approximate dates and types of commercial activity:

\_\_\_\_\_

4a. Has waste (garbage, solid wastes, liquid wastes) ever been placed on this property? yes    no    uncertain

4b. If yes, when? \_\_\_\_\_

Please provide description of wastematerials:

\_\_\_\_\_

5. Have hazardous materials ever been stored or generated on the property(e.g. has HWIN registration or other permits been required?) yes    no    uncertain  
**If yes**, please summarize details:

\_\_\_\_\_

- |     |  |     |    |           |
|-----|--|-----|----|-----------|
| 6.  | Is there reason to believe that this property may be potentially contaminated based on historical use of this or an abutting property?   | yes | no | uncertain |
|     | <b>If yes</b> , please describe the nature of the suspected contamination<br>_____   |     |    |           |
| 7.  | Has the subject property or adjacent property ever been used as an agricultural operation where cyanide products may have been used as pesticides?   | yes | no | uncertain |
| 8.  | Are there or were there ever any above ground or underground storage tanks for fuels or chemicals on the property?<br><b>If yes</b> , please summarize details<br>_____  | yes | no | uncertain |
| 9.  | Does the property have or ever had a water supply well, monitoring well, geothermal well?<br><b>If yes</b> , please providedetails: _____  | yes | no | uncertain |
| 10. | Does this property use or has it ever used a septic system?  | yes | no | uncertain |
| 11. | Have any environmental documents been prepared or issued for this property, including but not limited to a Phase I and II environmental site assessment, risk assessment, Record of Site Condition or Certificate of Property Use? | yes | no | uncertain |
| 12. | Will lands be dedicated to the Region as part of this application (including road allowances, daylight triangles)?   | yes | no | uncertain |

## DECLARATION

### Property Owner / Authorized Officer -

I, \_\_\_\_\_ am the registered owner of the land that is the subject of this document and to the best of my knowledge, the information in this questionnaire is true.

DECLARED before me \_\_\_\_\_ in the \_\_\_\_\_  
Commissioner of Oath (Print Name) City/Town/Municipality

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Commissioner of Oaths (signature)

\_\_\_\_\_  
Registered Owner (signature)

### Pre-Consultation Submission Requirements:

- Υ Compact Disk (CD) or USB Stick of the digital PDFs
- Υ Completed Application Form
- Υ **A minimum of 2 different design options**
- Υ Applicable Fee (no fee is required for Core Area projects)
- Υ Cover Letter (brief overview of the proposal)
- Υ Digitally prepared Massing Model and Basic Elevations
- Υ **Regional Pre-consultation Fee of \$300.00** is required for all applications

### Notes:

- Urban Design Guidelines have been adopted in all three Core Areas (Galt, Hespeler and Preston). Copies can be obtained by visiting the City's Website at <http://www.cambridge.ca/en/build-invest-grow/development-design-guidelines.aspx>
- Signage shall conform to the City's Sign By-law and separate permits must be obtained as applicable.
- All Engineering Submissions are subject to the Engineering Standards and Development Manual.
- Site grading is subject to the City of Cambridge Site Alteration By-law No. 160-09.
- Only one (1) water connection per property is permitted by By-law No. 146-03.
- The City of Cambridge has a Demolition Control By-law for the demolition of residential buildings.
- Planning fees can be obtained by visiting the City's Website at <https://www.cambridge.ca/en/build-invest-grow/resources/Planning-Application-Fee-Summary-2020.pdf>

### Authorization of Owner for Agent to Make the Application

If the applicant is not the owner of the subject land, the written authorization of the owner that the applicant is authorized to make the application must be completed by the owner.

I, \_\_\_\_\_, am the owner of the land that is the subject of this application, and I authorize \_\_\_\_\_ to make this application on my behalf.

\_\_\_\_\_  
Signature of Applicant/Owner

\_\_\_\_\_  
Date

The personal information contained on this form is collected pursuant to the Planning Act, R.S.O., 1990, Chapter 13, as amended. This information is required in order to process this development application and forms part of the public record. If you have any questions on the gathering of personal information, please contact the City's Deputy City Clerk/Manager of Information Management and Archives, who can be reached through the Clerk's Division of Corporate Services Department at (519)740-4680, ext. 4583.