



Town of Aurora

Radiocommunication Tower/Antenna Facilities Application Form

Planning and Development Services Development Planning Division

Phone: 905-726-4700

Fax: 905-726-4736

Email: planning@aurora.ca



Radiocommunication Tower/Antenna Facilities

This Application Form is available in digital format on the Town's Website under Planning and Development Services or contact planning@aurora.ca via e-mail or by calling 905-726-4700 for a copy. A processing fee in the amount specified on the Fee Calculation Worksheet shall be made payable to **The Town of Aurora (Cheque)**. The fee must be delivered to Planning and Development Services at Town Hall located on the 3rd floor, quoting the address of the proposed development. Please note that this fee is **non-refundable** regardless of the outcome pertaining to this request. Planning Applications will not be accepted unless the full Application fee and required material is received.

The undersigned hereby applies to the Town of Aurora in respect to the lands hereinafter described for a Radiocommunications Tower Application.

1. Owner/Applicant/Agent Information

(Please list additional Property Owners on an attached schedule, if applicable)

Registered Owner(s) _____

Address _____

City _____ Province _____ Postal Code _____

Telephone _____ Fax _____ E-mail _____

Applicant(s) _____

(If different than above)

Address _____

City _____ Province _____ Postal Code _____

Telephone _____ Fax _____ E-mail _____



Radiocommunication Tower/Antenna Facilities

Agent(s)

(Solicitor/Consultant, if applicable) _____

Contact _____

Address _____

City _____ Province _____ Postal Code _____

Telephone _____ Fax _____ E-mail _____

2. Send Correspondence to

(Check off the appropriate box)

☐ Owner ☐ Applicant ☐ Agent ☐ All

3. Location and Description of Property

Municipal Address (if applicable) _____

Legal Description _____

Other _____

Size of Property:

Area _____ (hectares) _____ (acres)

Frontage _____ (meters) _____ (feet)

Depth _____ (meters) _____ (feet)

Existing width of abutting street _____ (meters) _____ (feet)

4. Current and Proposed Land Use

All lands must be identified as to the proposed use. If additional space is necessary to accommodate all the required information, attach a separate schedule in the same format as this table.

Present Use of Property _____
(Also list existing buildings)



Radiocommunication Tower/Antenna Facilities

Proposed Use of Property _____

5. Planning Information

Current designation of the subject lands in the approved Town of Aurora Official Plan / Secondary Plan

Current Zoning _____

What are the relevant Zoning By-law Number(s) and Provisions? _____

Is the property currently or proposed to be subject to any other applications under the Act?

☐ Yes ☐ No

If yes, please state the file number(s) _____

6. Subject and Surrounding Lands

What are the existing and proposed adjacent surrounding land uses?

North _____

South _____

East _____

West _____



Radiocommunication Tower/Antenna Facilities

7. Site Screening Questionnaire

	Yes	No	Unknown
1. Does the Application propose development on private services or redevelopment on a site where private services were used?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Is the Application on lands (or adjacent to lands) that were previously used for industrial uses; where filing had occurred or where there is a reason to believe that the lands may be contaminated based on historical use? *Possible offending uses may include: disposal of waste minerals, raw material storage, residues left in containers, maintenance activities and spills. Some commercial properties such as gasoline stations, automotive repair garages, and dry cleaning plants have similar potential. The longer a property is under industrial or similar use, the greater the potential for site contamination. Also, a series of different industrial or like uses upon a site could potentially increase the number of chemicals which are present.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Has the grading of the subject land been changed by either the addition of earth or other fill material?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Has a gas station been located on the subject land or adjacent land at any time?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Has there been petroleum or other fuel stored on the subject land or adjacent land?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. If yes to any of the above, a previous use inventory showing all former uses of the subject land, or if appropriate, the adjacent land is required. Is the previous inventory attached?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

7. What information was used to determine the answers to the above questions? _____

Radiocommunication Tower/Antenna Facilities

8. Is the nearest boundary line of the application within 500m (1,650ft) of an operational or non-operational landfill or dump?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
9. Have previous agricultural operations ever included sewage sludge application on the lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are you aware of any underground storage tanks, or other buried waste on the property?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. If there are any existing or previously existing building, are there building materials remaining which may be hazardous to health (i.e asbestos, PCB's etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Is there a current Environmental Site Assessment for the site or has one been prepared within the last five years? If yes, has it been submitted with the Application? *Please note that, if an Environmental Site Assessment for the site has been prepared, a copy is required to be submitted with the Application	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
13. Is access by a provincial highway, municipal road or right of way?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Do the subject lands contain built heritage resources or cultural heritage landscapes?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Are there any known archaeological sites on or adjacent to the subject lands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the site within a heritage conservation district?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

8. Complete Application

When was the Pre-Consultation meeting held with Town Staff? _____

Is the Pre-Consultation Meeting Checklist attached to this Application Form? ☐ Yes ☐ No

Have you completed and obtained all Department Sign-offs? ☐ Yes ☐ No

Comment: _____



Radiocommunication Tower/Antenna Facilities

9. Fee Calculation Worksheet

Are the applicable fees attached? ☐ Yes ☐ No

Is the Fee Calculation Worksheet completed and attached? ☐ Yes ☐ No

Comment _____



Radiocommunication Tower/Antenna Facilities

Affidavit

I/We	of the Municipality of
In the Region of	
solemnly declare that all the statements contained in this Application Form are true, and I make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of <i>The Canada Evidence Act</i> .	
SWORN before me at the (City/Town)	of(Municipality)
in the (Region, if Applicable)	of
This	day of , 20
Owner/Agent or Applicant	
Commissioner for Taking Affidavits, etc.	



Radiocommunication Tower/Antenna Facilities

Authorization of Owner

I/We,	
Hereby authorize (Name of Agent or person authorized to sign this Application Form)	
to act as our Agent to sign this Application Form, to appear on my/our behalf at any hearing(s) in respect of the Application and to provide any information or material required by the Town in connection with this Application Form and I/We hereby authorize the Town to collect such information from my/our client.	
Address	
Legal Description	
Signature(s) of Owner(s)	
Name of Corporation	
Name	Title
Dated this day of , 20	
Signing Officer Signature and Corporation seals, if applicable	
Per Name of Corporation	
Name	Title
I/We have the authority to bind the corporation	



Radiocommunication Tower/Antenna Facilities

Public Record Notice and Release

Public Record Notice: Pursuant to the section 1.0.1 of the *Planning Act*, R.S.O. 1990, c. P.13, all information and material required in support of your Application will be made available to the public.

I understand and agree that my personal information, as well as any other information and material including, but not limited to, drawings, studies, plans, affidavits, etc., provided on this application form and/or required as part of this application, will be used to create a record that is available to the general public and I do hereby authorize and consent to the release, disclosure, copying and distribution of any such information and/or material to any person or public body.

I also understand and agree that The Corporation of the Town of Aurora (the "Town") is not responsible for protecting and/or enforcing copyrights or any other intellectual property rights that might attach to any information or material provided or submitted as part of this application.

By signing below, I agree to the foregoing and I also agree to release, waive and forever discharge the Town from all actions, claims, demands, losses, costs, damages, suits, proceedings or liabilities whatsoever related to: (a) the collection, handling and release of any information provided on this form and/or required as part of this application; and (b) any copyright or intellectual property rights that might attach to any information or material submitted as part of this application and made available to the public by the Town pursuant to section 1.0.1 of the *Planning Act*.

Signature of Owner

Date



100 John West Way
Aurora, Ontario
L4G 6J1
(905) 726-4700
aurora.ca

Town of Aurora

Fee Calculation Worksheet

Planning and Development Services

Radiocommunication & Broadcasting Antenna Systems Commenting Application

This Form must be completed by Applicant for calculation of fees

Breakdown of Fees

Calculations	Fee	Total
Radiocommunication & Broadcasting Antenna Systems Fee Level 1: Antenna systems less than 15 metres in height above ground level or Antennas located on any building, water tower, lamp post, etc. where the height does not exceed 25% of the height of the non-tower.	\$ 5,857.00	\$ _____
Radiocommunication & Broadcasting Antenna Systems Fee Level 2: Towers that aren't exempted from Municipal Approval as per Section 3.5 of the protocol.	\$ 10,152.00	\$ _____
Total Fee Amount		\$ _____

Payment of Fees

All fees set out herein shall be payable by cheque to the **Town of Aurora** upon the submission of this application. For the Application file to be complete, the required Application Fee must be paid in full before any processing of the Application will commence.

Staff use only

File Name: _____	File Number: _____
Property Address / Legal Description: _____	
General Ledger Number 1-10-1093-56117-000000-000-000-0000 (PLTTAF)	
Verification of Fees: Indicate Correct Total	\$ _____
Staff Name: _____	Date: _____

January 2026