

**Planning Department Office Use Only**

Application No. G/\_\_\_\_\_/2019/HTE

Date Received: \_\_\_\_\_, 2019

Roll #: 4442-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

Deemed Complete: \_\_\_\_\_, 2019

Receipt: \_\_\_\_\_

**Fee: \$550.00**



## Municipal Support Resolution – Green Energy

Complete this form to apply to the Town of Huntsville for support of a renewable energy proposal. Please complete in full. Insufficient information will result in the application being returned to you.

### 1. Applicant/Agent Information

Name of Applicant: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Cell: \_\_\_\_\_ Email: \_\_\_\_\_

### 2. Location of Subject Land

Civic (911) Address: \_\_\_\_\_

Concession: \_\_\_\_\_ Lot: \_\_\_\_\_ Former Geographic Township: \_\_\_\_\_

Reference Plan: \_\_\_\_\_ Part(s): \_\_\_\_\_

Assessment Roll Number: 4442-\_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_

### 3. Requirements

The following must be provided:

- Location key map
- Site Plan, including access to site
- Description of existing building(s) and/or land use, e.g. whether the site is greenfield, brownfield, or greyfield

- Description of any farmland, grassland, and/or soil type
- Description and area of any vegetation that is to be removed
- Before and after site photos, drawings and/or renderings. What is the visual impact in the wider viewshed (e.g. clearing trees on ridgelines and high points)?
- Setbacks from the nearest building(s), sensitive land feature(s) and/or structure(s). Are there any watercourses or wetlands in the vicinity? At what proximity? Is there Class 1 Fish Habitat?
- Project size and dimensions (e.g. land area covered)
- Description of project and renewable generation technology used
- Letter of acknowledgement and support from the property owner, including permission for staff to visit the site
- Letter of support from immediately adjacent landowners
- Information on any community benefits (e.g. portion of revenue returned to the local community, in-kind contributions, local employment).
- Delegation to Council by project applicant, owner and/or developer. Register as a Delegation for a Council meeting date corresponding to the Town staff report.
- Confirmation that solar panels will use a non-reflective coating as a means of reducing glare
- Greenhouse gas emission reductions and other environmental benefits
- Urban design review to ensure that the project's aesthetics are consistent with the character of the surrounding neighbourhood/uses
- Does the site encompass part of a woodland constituting Forest Habitat? Is the forest habitat uninterrupted and significant?
- Confirmation of Zoning and Official Plan designations, and information on whether the project is "consistent" with the relevant regulations/policies
- Consistency with the Town's Strategic Plan, Official Plan, Unity Plan

### **Notice to Adjacent Properties**

1. Onus is on the applicant to notify property owners of the application details to properties within 500 feet of the applicant's property line;
2. Notice must be provided to adjacent property owners, as described above, at least 2 weeks before the Planning Committee or Council meeting at which the application will be presented;

3. For notification purposes, the Planning Department at the Town of Huntsville will provide the applicant with roll numbers for properties that are within 500 feet of the applicant's property line within 5 business days of receipt of the application.

### **Municipal Support Resolution**

1. Applications for a Municipal Support Resolution as part of the application for the Independent Electricity Supply Operator (IESO) Feed-In-Tariff (FIT) program must be made at Town of Huntsville Planning Committee or Council meetings;
2. Onus is on the proponent to be informed of the schedule of Planning Committee and Council meetings and to supply the required information to staff in a timely manner. Planning staff require a minimum of 4 weeks to review and make recommendations on IESO applications;
3. Onus is on the proponent to correctly complete the resolution template provided by IESO and provide to the Planning Department in a timely fashion;
4. If errors are made by the proponent, they must wait until the next regularly scheduled Planning Committee or Council meeting to re-submit. The Town of Huntsville will not hold special meetings for consideration of these applications.

If requesting a **Resolution confirmation** and/or applicable form(s), confirmation that:

- The Project that is being proposed is the same identical Project on the same Lands as the Project that was the subject of the original Municipal Council Support Resolution
- The project details, including (but not limited to) its location, size, Applicant and subject Project site landowner have not changed
- The Applicant/proponent has not received any complaints/concerns from the public/adjacent landowners/agencies since the original Resolution was considered
- All parties involved in the original proposal (e.g. applicant, developer, landowner of the proposed site) remain the same
- The applicant/proponent will continue to fulfill any conditions previously agreed to with the Town (e.g. host a public information session)
- Any other information that the Town may require for a complete assessment

Personal information on this form is collected pursuant to the *Municipal Freedom of Information and Protection of Privacy Act* and will be used in processing this application. Questions regarding the collection of this information should be directed to: Clerk's Department, Corporation of the Town of Huntsville, 37 Main Street East, Huntsville, Ontario, P1H 1A1, (705) 789-1751.

## 4. Authorizations

### Authorization of Owner for Access

I, \_\_\_\_\_ hereby authorize Town of Huntsville staff, and its representatives, to enter upon the premises for the purpose of evaluating the merits of the application for the time this application is under consideration by the Town.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

### Authorization of Owner for Agent

If the Applicant is not the Owner of the land that is subject of this application, the written authorization of the Owner that the applicant is authorized to make the application must be completed below.

I, \_\_\_\_\_ am the Owner of the land that is the subject of this application and I authorize \_\_\_\_\_ to make this application on my behalf and to provide any personal information that will be included in this application or collected during the process of this application.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner

### The Applicant Hereby Acknowledges and Agrees

- This application and all information submitted in support of this application may be made available for public review, pursuant to the provisions of the *Municipal Freedom of Information and Protection of Privacy Act*;
- Any Resolution(s) granted are for the sole purpose of enabling the Applicant to receive priority points under the Independent Electricity System Operator's Feed-in-Tariff (FIT) Program, and may not be used for the purpose of any other form of municipal approval in relation to the Application or Project or any other purpose; and
- The project's proponent/applicant (i) bears the entire risk of any impacts on the function of the proposed solar installation(s) arising from any development occurring on any adjacent or surrounding lands; (ii) bears the responsibility of appropriately responding to any concerns that may arise from nearby landowners; (iii) and is/are solely responsible for meeting any other requirements that may be required by any other approval authorities.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Owner