

Section A

For Use by Metrolinx	
Application number:	Permit number (if different):
Date received:	Date completeness check finished:

To be completed by the Applicant

A. Project Information			
Project Name:			
Project Address (number and street name)		Unit number	Lot/con
Municipality	Postal Code	Province	Plan number/other description

B. Purpose of Project	
<input type="checkbox"/> New Construction <input type="checkbox"/> Addition to existing building/structure <input type="checkbox"/> Alteration/repair <input type="checkbox"/> Demolition <input type="checkbox"/> Other:	
Description of proposed work	
Existing Gross Floor Area	Proposed Gross Floor Area
Proposed Construction Start Date	Proposed Construction Finish Date

C. Applicant		
Applicant is: <input type="checkbox"/> Owner or <input type="checkbox"/> Authorized agent of owner		
Last Name	First Name	Corporation or partnership
Street Address		Unit number Lot/con
Municipality		Province Postal Code
Telephone number	Cell number	E-mail

D. Owner (if different from Applicant)

Last Name		First Name	Corporation or partnership	
Street Address			Unit number	Lot/con
Municipality		Province	Postal Code	
Telephone number	Cell number		E-mail	

E. Planning Phase Contacts, if applicable

Municipal Planning Officer (Name, Contact)
Metrolinx Third Party Project Review Officer (Name, Contact)

Section B

To be completed by the Applicant

F. Checklist

Applicant shall submit the required information to allow for an review potential impacts on Priority Transit Projects. The extent of supporting information required will depend on a variety of factors, including the nature of the development proposal, specifically their proximity to Transit Infrastructure, whether existing, planned, or under construction. Please refer to the Metrolinx Adjacent Development Guideline for Priority Transit Projects for more information, including an overview of the review & approval process, timing, agreements with Metrolinx, technical requirements, and more.

Prior to applying for Corridor Development Permit, Applicants shall fill out a Pre-Application Form and submit to Metrolinx.

The Applicant and Metrolinx will then arrange for and attend a Pre-Application Meeting with Metrolinx Third-Party Project Review Officer, before making a formal application. The extent of supporting information required in the Application will be determined at the Pre-Application Meeting.

Incomplete applications will be returned to the Applicant and will not undergo a Technical Review process for a Corridor Development Permit.

A Corridor Development Permit Application shall include the items indicated below:

The Application shall be a digital submission and shall include the following:

- Cover Letter
- Land Owner Authorization, if Applicant is not the Owner
- Drawings & Surveys: complete set of drawings and surveys.
- Reports: all required reports, plans and studies

All on USB drive in PDF and CADD formats. Hard copies will only be required upon request from Metrolinx.

By signing this Application Form, consent is given to Metrolinx, agents, representatives, or other persons as may be reasonably required by Metrolinx, in its opinion, to enter the Applicant’s premises at reasonable times for the purpose of inspecting, obtaining site information and monitoring the construction pertaining to the project covered by this application for a Corridor Development Permit.

Technical Submission Requirements

Item No.	Item	Guideline	Notes	Requirement: (determined at Pre-Application Meeting)	Submitted: (with Application)	Reason: (if not submitted)
1	Drawings	<u>Appendix A</u> <u>Section 1.3 and 1.4</u>	All plans should notate with reference lines and include clearance measurements between the existing/planned Priority Transit Infrastructure the propose Applicant Infrastructure. Include, as applicable: <ul style="list-style-type: none"> - Site Plan drawings - Topo Survey - Property Plan including a PIN/Printout Parcel Register - Architectural drawings - Landscape drawings - Civil drawings - Structural drawings - Site Servicing - Hoarding/construction barriers/overhead protection - Stockpiling locations - Erosion and sediment control 	<input type="checkbox"/>	<input type="checkbox"/>	

Technical Submission Requirements						
Item No.	Item	Guideline	Notes	Requirement: (determined at Pre-Application Meeting)	Submitted: (with Application)	Reason: (if not submitted)
2	Pre-Construction Condition Survey	<u>Appendix A 1.4 (b)</u>	The condition surveys shall be comprised of both plans and photographic components, with survey limits extending 30 metres past the proposed Developer Project limits and within the Corridor Control Lands. Signed and sealed by an Ontario Land Surveyor. A post-construction condition survey would be required later on as a condition of the permit.	<input type="checkbox"/>	<input type="checkbox"/>	
3	Construction Management Plan	<u>Appendix A 1.4 (c)</u>	Describe and show how the construction work will impact the surrounding area and how these impacts will be mitigated.	<input type="checkbox"/>	<input type="checkbox"/>	
4	Demolition Work Plan	<u>Appendix A 1.4 (d)</u>	Describe and show any planned demolition work and how the impacts of this work will be mitigated.	<input type="checkbox"/>	<input type="checkbox"/>	
5	Hoarding and Stockpiling of Materials Plan	<u>Appendix A 1.4 (e)</u>	Describe and show any planned hoarding and stockpiling work and how the impacts of this work will be mitigated.	<input type="checkbox"/>	<input type="checkbox"/>	
6	Excavations, Shoring & Tie-Back Plan	<u>Appendix A 1.4 (f)</u>	Include: Documentation showing that the excavation support system and permanent structure adjacent to the Transit Corridor Lands are designed for “at-rest” earth pressures. Clearly identify Metrolinx Infrastructure in the drawing.	<input type="checkbox"/>	<input type="checkbox"/>	
7	Site Maintenance and Environmental Management During Construction Plan	<u>Appendix A 1.4 (g)</u>	Include: Documentation showing that the site maintenance and environmental management are addressed during construction.	<input type="checkbox"/>	<input type="checkbox"/>	
8	Ground Instrumentation & Monitoring Plan (GIMP)	<u>Appendix A 1.4 (h)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
9	Crane Swing Plan	<u>Appendix A 1.4 (i)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
10	Construction Barriers and Barricades Plan	<u>Appendix A 1.4 (j)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
11	Overhead Protection plan	<u>Appendix A 1.4 (k)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
12	Construction Equipment Orientation/S holding Plan	<u>Appendix A 1.4 (l)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
13	Safety Work Plan	<u>Appendix A 1.4 (m)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
14	Quality Work Plan	<u>Appendix A 1.4 (m)</u>		<input type="checkbox"/>	<input type="checkbox"/>	
15	Risk Assessment Work Plan	<u>Appendix A 1.4 (m)</u>	Required for any deviations from the minimum clearances or other requirements in the Guideline, to demonstrate the associated risk and the planned mitigation measure. Wherever the required clearances are being encroached upon, the submitted CADD drawings must be in corrodinate system as directed by Metrolinx for the particular transit corridor, for detailed conflict assessment.	<input type="checkbox"/>	<input type="checkbox"/>	

Technical Studies & Reports						
Item No.	Item	Guideline	Notes	Requirement: (at Pre-App. Meeting)	Submitted: (with Application)	Reason: (for no submission)
1	Noise & Vibration Study	<u>Appendix A 1.5 (a)</u>	Include: An impact assessment statement or report based on site investigations from the engineering consultant.	<input type="checkbox"/>	<input type="checkbox"/>	
2	Storm Water Management Study	<u>Appendix A 1.5 (b)</u>	Address impacts to site drainage.	<input type="checkbox"/>	<input type="checkbox"/>	
3	Environmental Site Assessments (ESA)	<u>Appendix A 1.5 (c)</u>	Phase 1 and Phase 2 Include Records of Site Conditions filed under O.Reg. 153/04, if applicable.	<input type="checkbox"/>	<input type="checkbox"/>	
4	Smoke Dispersion Analysis	<u>Appendix A 1.5 (d)</u>	Required if Development is in close proximity to an existing or proposed tunnel vent shaft grate.	<input type="checkbox"/>	<input type="checkbox"/>	
5	Microclimate Study (Wind/Snow Accumulation/Solar Exposure)	<u>Appendix A 1.5 (e)</u>	Required if buildings and surrounding conditions create impacts on the transit projects.	<input type="checkbox"/>	<input type="checkbox"/>	
6	Site Servicing Report	<u>Appendix A 1.5 (f)</u>	Required to address impacts of utility connections to the new development.	<input type="checkbox"/>	<input type="checkbox"/>	
9	Traffic and Transit Management Study	<u>Appendix A 1.5 (g)</u>	Shall cover the Construction phase and the permanent condition	<input type="checkbox"/>	<input type="checkbox"/>	
10	Pedestrian Management/Egress Study	<u>Appendix A 1.5 (h)</u>	Shall cover the Construction phase and the permanent condition	<input type="checkbox"/>	<input type="checkbox"/>	
11	Dewatering/Ground Water Control Plan	<u>Appendix A 1.5 (i)</u>	Include: Determination of the short-term (during construction) and long-term effects of dewatering on Priority Transit Infrastructure and/or as prescribed, and provision of assurances that the influence of dewatering will have no impact on the Transit Infrastructure.	<input type="checkbox"/>	<input type="checkbox"/>	
12	Geotechnical Engineering Report	<u>Appendix A 1.5 (i)</u>	Include: An impact assessment statement from the structural and/or geotechnical consultant. Pressure meter testing, or other suitable in-situ testing, must be carried out to confirm the Elastic modulus of the soil (E and Er) and variation with depth for use in modelling.	<input type="checkbox"/>	<input type="checkbox"/>	
13	Structural Engineering Reports	<u>Appendix A 1.5 (i)</u>	Include: Documentation must identify any affected structural units of the Priority Transit Infrastructure and/or as prescribed. Structural analysis/calculations of the effects of all applicable loadings, including construction loading. Review of analysis/calculations will be focused on design assumptions, structural models, loads, load combinations, utilized codes, and final results from discussion and/or recommendations. Metrolinx will not accept any responsibility for the accuracy and adequacy of the calculations, which will remain the sole responsibility of the Proponent.	<input type="checkbox"/>	<input type="checkbox"/>	

Section C**To be completed by the Applicant****G. Transmitted Information**

Documents Delivered (list each drawing and report, with version number and date)

This set of documents must match the set of documents submitted to the Municipality for Permit.

H. Application Declaration

I, _____ solemnly declare that I am *(choose one of the following)*:

Owner

An Agent of the Owner

and that all above statements contained within this application are true and accurate and subject to FOI (Freedom of Information) – Public Document.

Applicant Signature

Date