

# REQUISITE PLANNING PROCESS FOR AN AGGREGATE LICENCE



PLANNING ACT: OFFICIAL PLAN AND ZONING BY-LAW AMENDMENT PROCESS								
Preconsultation with the Region, Conservation Authority, and Town	Preparation of all Required Technical Reports	Application Submitted to the Town	Town circulates the application to departments and agencies for review	Town Council statutory public meeting	CBM works to address comments and resolve issues raised during the comment period	Town staff reviews all information and prepares a report and recommendation to approve or deny the application	Council makes a decision	LPAT appeal period (20 days after the decision)

- Approval is required from the Town for amendments to the Official Plan and Zoning By-law.
- The Town will circulate the application to the Region, the Conservation Authority, Town Departments and other agencies for review.
- Council will host a public meeting to discuss the application.
- The planner will evaluate the application based on Provincial Policy directives, policy directives in the regional and local Official Plans, technical submissions, feedback from circulated departments and agencies and from the public.
- Council takes all factors into consideration and approves or denies the application.
- The decision of Council is subject to appeal within 20 days of the decision.

AGGREGATE RESOURCES ACT (ARA): LICENCE APPLICATION PROCESS (Ministry of Natural Resources and Forestry - MNRF)							
Preconsultation with MNRF	Preparation of Technical Reports, Site Plans and Summary Statement	Application Submitted to MNRF	Application deemed Complete by MNRF, Notice is posted on the Environmental Registry (EBR)	CBM initiates the notification and consultation process (registered letter to residents, sign on property, notice in local newspapers)	CBM works to address comments and resolve issues raised during the comment period	At the end of the 2 year process or before, St. Marys / CBM documents the process and submits to MNRF	MNRF makes a decision on the applications. Where there are unresolved objections, MNRF refers the application to LPAT

- Application preparation usually takes a minimum of 1 year to complete the required technical reports and prepare a draft set of Site Plans.
- The ARA has a 45 day “Notification and Consultation Process” during which a Public Information Session must be held. Anyone can submit comments or objections during the 45-day review.
- The applicant has up to 2 years to address comments and try to resolve issues. At the end of the 2 years, if objections still remain, the application can be referred to the Local Planning Appeal Tribunal (LPAT) – an adjudicative tribunal that hears cases in relation to a range of land use matters.
- If all issues are resolved, the MNRF will issue a Licence subject to Zoning being in place.