



**Township of Essa – Planning & Development Department
Planning & Development Required Studies List**

Meeting Date: _____

Planning & Development Required Studies List

This List represents the Required Studies at the time of Review. The Township has the right to amend the requirements for application review and approval throughout the review process.

Required Planning & Development Application(s):

- Official Plan Amendment
- Zoning By-law Amendment / Temporary Use By-law
- Site Plan Approval
- Draft Plan of Subdivision
- Draft Plan of Condominium
- Part Lot Control
- Other: _____

Required Studies/Reports:

Please Note: For all submissions a CD/USB containing digital PDF versions of all materials is required alongside hard copies.

Study/Report	Required Submission Details	Required Number of Copies
Plans & Drawings		
<input type="checkbox"/> Formal Concept Plan	24" by 36" Full Size Site Plan, with 11" by 17" reduced-size copies.	
<input type="checkbox"/> Landscape Plan	24" by 36" Full Size Site Plan, with 11" by 17" reduced-size copies.	
<input type="checkbox"/> Elevation Drawings	24" by 36" Full Size Site Plan, with 11" by 17" reduced-size copies.	



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<input type="checkbox"/> Draft Plan of Subdivision/Condominium	24" by 36" Full Size Site Plan, with 11" by 17" reduced-size copies.	
<u>Planning Studies/Materials</u>		
<input type="checkbox"/> Planning Justification Report (PJR) Please include the following: <ul style="list-style-type: none"> ○ Site Plan Design Brief ○ Land Use Compatibility/Impact Study ○ Draft Official Plan Amendment and Schedule ○ Draft Zoning By-law Amendment and Schedule ○ Active Transportation Plan ○ Financial Impact Study ○ Employment Study ○ Commercial Market Impact Study ○ Residential Impact Study ○ Affordable Housing Study ○ Industrial Impact Study 	8 ½" by 11" Bound Report	
<input type="checkbox"/> Land Needs Assessment		



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<u>Engineering Studies & Plans</u>		
<input type="checkbox"/> Functional Servicing Report	8 ½" by 11" Bound Report	
<input type="checkbox"/> Stormwater Management Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Grading and Drainage Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Sediment and Erosion Control Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Traffic Impact or Transportation Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Structural Engineering Report	8 ½" by 11" Bound Report	
<u>Environmental Studies</u>		
<input type="checkbox"/> Environmental Site Assessment	8 ½" by 11" Bound Report	
<input type="checkbox"/> Environmental Impact Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Floodplain Analysis or Natural Hazards Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Groundwater Level Assessment	8 ½" by 11" Bound Report	
<input type="checkbox"/> Geotechnical Report	8 ½" by 11" Bound Report	
<input type="checkbox"/> Hydrological Impact Study	8 ½" by 11" Bound Report	



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<input type="checkbox"/> Water Conservation Plan	8 ½" by 11" Bound Report	
<input type="checkbox"/> Landfill Assessment (MOE D4 Study)	8 ½" by 11" Bound Report	
<input type="checkbox"/> Tree Inventory and Preservation Plan	8 ½" by 11" Bound Report; and 24" by 36" Full Size Plan with 11" by 17" reduced-size copies.	
<input type="checkbox"/> Risk Assessment and Source Water Protection Plan	8 ½" by 11" Bound Report	
<u>Cultural Heritage Studies</u>		
<input type="checkbox"/> Archeological Site Assessment	8 ½" by 11" Bound Report	
<input type="checkbox"/> Cultural Heritage Impact Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Heritage Impact Assessment	8 ½" by 11" Bound Report	
<u>Agricultural Studies</u>		
<input type="checkbox"/> Agricultural Minimum Distance Separations (MDS Study)	Complete and submit the required MDS I or MDS II calculation sheet.	
<input type="checkbox"/> Agricultural Impact Study	8 ½" by 11" Bound Report	
<input type="checkbox"/> Agricultural Assessment Report	8 ½" by 11" Bound Report	
<input type="checkbox"/> Nutrient Management Strategy	8 ½" by 11" Bound Report	
<u>Other Studies & Reports</u>		

