



## **CONSULTATION PROCESS FOR WIRELESS TELECOMMUNICATION FACILITIES AS REQUIRED BY THE TOWN OF ORANGEVILLE**

1. Council delegates the consultation and concurrence function for the evaluation of all wireless telecommunication facilities to the Director of Planning (the "Designated Official").
2. Prior to finalizing their plans, Proponents of telecommunication facilities (the "Proponents") will consult with the Designated Official to identify local concerns in the search area, opportunities to co-utilize existing structures, and to identify land owned by the Town of Orangeville (the "Town") which may be a suitable site for a lease for the proposed facility.
3. As set out in Industry Canada's circular CPC-2-0-03 (as amended from time to time), proposals that meet the following criteria are exempt from the requirement to consult:
  - (a) maintenance of existing radio apparatus including the antenna system, transmission line, mast, tower or other antenna-supporting structure;
  - (b) addition or modification of an antenna system (including improving the structural integrity of its integral mast to facilitate sharing), the transmission line, antenna-supporting structure or other radio apparatus to existing infrastructure, a building, water tower, etc. provided the addition or modification does not result in an overall height increase above the existing structure of 25% of the original structure's height;
  - (c) maintenance of an antenna system's painting or lighting in order to comply with Transport Canada's requirements;
  - (d) installation, for a limited duration (typically not more than 3 months), of an antenna system that is used for a special event, or one that is used to support local, provincial, territorial or national emergency operations during the emergency, and is removed within 3 months after the emergency or special event; and,
  - (e) new antenna systems, including masts, towers or other antenna-supporting structure, with a height of less than 15 metres above ground level.

4. The Town prefers that all new sites under consideration for telecommunication facilities be co-located on existing structures in non-residential areas. Any new facility should be designed to be co-location friendly or of "open access". Subsequent to that, Proponents shall, where reasonably possible, consider proposed sites in the following order:
  - (a) land outside of zoned residential areas;
  - (b) land owned by the Town;
  - (c) sites co-located on existing structures in residential areas; and,
  - (d) new structures on land owned by private land owners.
5. Recognizing that the Town has no jurisdiction under the *Planning Act* to regulate telecommunication facilities, the Town requires that drawings and applicable information will be submitted by Proponents for review at a site plan level of detail together with a justification report in which the Proponents will document their site selection process together with an explanation for the height and built form of the new facility. The Town will circulate the aforementioned information package to those typical internal departments and external agencies identified by the Town through its site plan application process for comment.
6. Any and all proposed buildings or modifications to existing buildings associated with the proposed telecommunications facility will be subject to the provisions of the Ontario Building Code and require the issuance of a permit by the Chief Building Official.
7. To ensure that the affected public is consulted, when proposed facilities are located close to residential zones (as defined by the Zoning By-law [22-90, as amended]) (i.e. within an area defined by a radius three (3) times the height of the antenna measured from the base of the support structure), Proponents shall provide the public, located within said defined radius, with a notification package containing the information detailed in Industry Canada's written notification process and provide the Town with a summary of any comments received and how they were addressed. Upon request, the Town will provide the Proponent with a list of the affected property addresses within the defined area for mailing of said notification package.
8. If an agreement is reached between the Designated Official and the Proponent, the Proponent will provide the Town with a legally binding undertaking to construct the proposed facility in accordance with the information package subject to any and all agreed upon modifications.

9. Where towers/antennas are proposed to be constructed in excess of 100 metres in height, notice of the proposal shall be published in a local newspaper in accordance with Industry Canada's requirements, at the Proponent's expense within seven (7) days of the time of submission of the notification package to the Town.
10. If the proposed new facility is located within the area three (3) times the tower height, from a neighbouring municipality, Proponents shall also notify that municipality.
11. All of the foregoing will respect Industry Canada's expectation that consultation will be concluded within 120 days.
12. Should Industry Canada modify its guidelines and/or circular CPC-2-0-03 with respect to the regulation of telecommunication facilities, the Town reserves the ability to amend/rescind this protocol.