



Hamilton

Planning and Economic Development

City Hall, 5th Floor
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**MINISTRY OF THE ENVIRONMENT, CONSERVATION AND PARKS (MECP)
APPLICATION FOR NEW / AMENDMENTS TO ENVIRONMENTAL COMPLIANCE
APPROVAL (WASTE MANAGEMENT)**

1. APPLICANT INFORMATION

NAME	ADDRESS	CONTACT INFORMATION
Business Owner*		Phone:
		Email:
Applicant / Agent		Phone:
		Email:
All correspondence should be sent to (check one): <input type="checkbox"/> Owner <input type="checkbox"/> Applicant <input type="checkbox"/> Agent		

*If a numbered company, provide name and address of principal Owner(s).

2. MINISTRY OF THE ENVIRONMENT, CONSERVATION AND PARKS INFORMATION

Environmental Compliance Approval #	
Reference #	

3. PROPERTY INFORMATION

3.1 Legal Description of the subject lands.

Municipal Address			
Former Municipality			
Lot		Concession	
Registered Plan Number		Lot(s) / Block(s)	
Reference Plan Number(s)		Part(s)	

SUBMISSION REQUIREMENTS AND INFORMATION

As part of the technical review of new / amended Environmental Compliance Approval (Waste Management), the Ministry of the Environment, Conservation and Parks (MECP) request comments from the City of Hamilton.

The Planning and Economic Development Department coordinates the City's response to the MECP through a formal report considered by Hamilton City Council.

APPLICATION SUBMISSION REQUIREMENTS:

- Cover Letter** providing a summary of the applications being submitted, including a list of documents included in the submission.
- Application Form** with all applicable sections completed.
- Application Fee(s)** are required to be submitted with the application. Please refer to the current City of Hamilton [Planning Division Fee Structure](#), as all fees are subject to change annually.

Application Fees can be paid by cheque (payable to "City of Hamilton") or by credit card. All cheques submitted to the Planning Division must be accompanied by a cover letter or [Fee Intake Memo](#) indicating the following: municipal address of the development; the application type, description of the fee, fee amount, and cheque number; Owner / Applicant's name and contact information; Agent's name and contact information; and if known, the assigned file number and assigned Planner's name.
- All supporting information** that was submitted to the Ministry as part of the Environmental Compliance Approval application.

Electronic Documentation

All submission requirements are required to be submitted in digital format. The Planning Division will accept digital submissions in PDF format on a USB stick or via the CitySHARE link.

A CitySHARE link can be requested by emailing planningapps@hamilton.ca.

Electronic files are to be provided with the following naming conventions:

FileName_VersionNumber_Date (with no spaces).

For Example:

- 00_ApplicationForm_v1_yymmdd
- 01_Document_v1_yymmdd
- 02_Document_v1_yymmdd

CONTACT

To submit an application email planningapps@hamilton.ca.

For general inquiries or questions related to the application, please contact the Planning Division at pdgeninq@hamilton.ca or 905-546-2424 ext. 1355.