
General Information and Instructions

General Information

Information requested in this form is collected under the authority of the *Environmental Protection Act*, R.S.O. 1990, c. E.19 (EPA) and will be used for the purposes of making decisions in respect of applications for the issue of, or amendment to, a Renewable Energy Approval. The information may also be used in connection with the Ministry's compliance and enforcement activities under the EPA.

For all questions related to preparing or submitting this form or about the Ministry's collection of information related to applying for a Renewable Energy Approval contact: Client Services and Permissions Branch, 135 St. Clair Ave. W., 1st Floor, Toronto ON M4V 1P5. Telephone outside Toronto 1 800 461-6290 or in Toronto 416 314-8001. E-mail: MOECCpermissions@ontario.ca.

Instructions

1. **Applicants are responsible for ensuring that they complete the most recent application form.** Application forms and information about the required supporting documentation and technical requirements are available from the Client Services and Permissions Branch (the address and phone number are provided in the General Information on this page). As well, you can get this information from your local District Office of the Ministry of the Environment and Climate Change, and in the "Renewable Energy Approvals" section of the Ministry of the Environment and Climate Change website at <https://www.ontario.ca/environment-and-energy/renewable-energy-approvals>.
2. **Complete Submission**

In order to be eligible for the issue of a renewable energy approval, a person who proposes to engage in or change a renewable energy project, or alter the terms and conditions of a renewable energy approval shall, before submitting an application to the Director,

 - 1) prepare the application in a form or format approved by the Director;
 - 2) obtain or prepare, as the case may be, any documents that,
 - a) are required under Part IV of O. Regulation 359/09 (the Regulation) to be submitted as part of the application; or,
 - b) are to be submitted as part of the application for the purposes of obtaining an exemption from a provision of Part V of the Regulation; and,
 - c) comply with all other requirements of Part IV of the Regulation;
 - 3) If there is more than one person applying for the issue of a renewable energy approval in respect of a renewable energy project, those persons shall jointly submit one application for the issue of a renewable energy approval;

New Renewable Energy Approval

Where a renewable energy approval has not yet been issued, a person who proposes to engage in a renewable energy project shall also

- 1) submit, as part of the application, the documents set out in Column 1 of Table 1 of the Regulation, wherever the renewable energy project is described opposite the document in Column 3 of Table 1 of the Regulation; and,
- 2) ensure the documents meet the requirements set out opposite the document in Column 2 of Table 1 of the Regulation.

Amendment to Renewable Energy Approval

Where a renewable energy approval has been issued, a person making an application in respect of a **proposed change to a renewable energy project or alteration** to the terms and conditions of the renewable energy approval shall, also

- 1) obtain or prepare, as the case may be, one or more reports that set out a description of and rationale for the proposed change or alteration, including any proposed change or alteration in respect of the following:
 - a) the nameplate capacity of the renewable energy generation facility.
 - b) the energy sources to be used to generate electricity at the renewable energy generation facility.
 - c) the project location.
 - d) the renewable energy generation facility, including any associated or ancillary equipment, systems or technologies.
 - e) the activities that will be engaged in as part of the project.
 - f) the negative environmental effects that may result from engaging in the project.
 - g) the measures to mitigate the negative environmental effects that may result from engaging in the project.

Supporting documents

- 1) Any document submitted as part of an application for the issue of a new, or amendment of an existing, renewable energy approval shall be in writing, with an electronic copy of the document attached.
- 2) Any document submitted as part of an application for the issue of a new, or amendment of an existing, renewable energy approval that is a diagram, map or plan shall be drawn to scale and shall include a scale bar and a north arrow.

Payment of the application fee (in Canadian funds) by certified cheque or money order made payable to the Minister of Finance, or credit card payment (for payments up to \$10,000) is required with the complete submission of your application.

INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT.

The Ministry may require additional information during the technical review of any application.

3. Two (2) paper copies of the completed application form and the supporting documents required to be submitted as part of the application, one (1) electronic copy and the fee, must be sent to:

Ministry of the Environment and Climate Change

Director, Client Services and Permissions Branch

135 St. Clair Avenue West, 1st Floor

Toronto ON M4V 1P5

The fee should be mailed or faxed to our office with the application. For the protection of your credit card information, do not submit the fee by email.

4. You must also send one (1) paper copy of the complete application without the fee to any local Ministry District Office having jurisdiction over the project location. To locate the appropriate local Ministry District Office, please visit the Ministry of the Environment and Climate Change Internet site at: <https://www.ontario.ca/environment-and-energy/ministry-environment-regional-and-district-offices>.
5. Information collected by the Ministry of the Environment and Climate Change is subject to the *Freedom of Information and Protection of Privacy Act* (FIPPA). If you are of the view that any part of your application is confidential on the grounds that such information constitutes a trade secret or scientific, technical, commercial, financial or labour relations information, please make this known now. Otherwise, the Ministry may make the information available to the public without further notice to you.

It is an offence under the EPA to provide false or misleading information in this application and/or accompanying documents.

For Office Use Only			
Reference Number	Payment Received	Date (yyyy/mm/dd)	Initials
	\$		

Application Summary

Applicant Name (Legal name of individual or organization as evidenced by legal documents)

[The Corporation of the Town of Petawawa](#)

Project Name (Project identifier to be used as a reference in correspondence)

[Petawawa Net Zero Facility](#)

Project Description Summary (This summary should reflect the description in the documents upon which consultation has been completed and if it does not, the difference should be highlighted)

[The Petawawa Net Zero project \(Project\) will transform the existing Petawawa Water Pollution Control Plant \(WPCP\) into a Resource Recovery Facility by upgrading its anaerobic digesters to divert organic waste from landfill and boost biogas production for use as electricity, making the plant energy neutral or positive \(Net Zero\), and reducing GHG emissions. This will involve the utilization of biogas for Combined Heat and Power \(CHP\) Units for the purpose of making the WWTP Net Zero. The project is a Class 3 anaerobic digestion facility and the nameplate capacity of the CHP facility will be 200 kWe. No adverse impacts on the environment is expected because wastewater from the facility will be treated in the Petawawa WPCP and discharged in compliance with the effluent limits of the WPCP, no organic waste will be stored on site, and air emissions are expected to be below regulatory limits.](#)

Supplemental Application Information (Provide any other information that might be relevant to your application)

[We are eager to have the MECP review our application. The Town of Petawawa met with the MECP in April 2020 and the project has been given priority review status in June, 2020. Project implementation is required as soon as possible so the town can meet deadlines for the Low carbon Economy Challenge Fund, which is providing \\$2.7 million for the project.](#)

Note: This form has been save-enabled; you can save a copy of this form that includes any information you have entered.

Additional instructions and information on how to complete the application form can be found in the accompanying "Guide for Completing the Renewable Energy Approval Application".

Section 1 – Applicant Information

1.1 – Applicant Information (Owner of works/facility)

Applicant Name (Legal name of individual or organization as evidenced by legal documents)

[The Corporation of the Town of Petawawa](#)

Business Identification Number

Business Name (The name under which the entity is operating or trading, also referred to as trade name)

[Corporation of the Town of Petawawa](#)

Same as Applicant Name

Applicant Type

Corporation

Federal Government

Individual

Municipal Government

Partnership

Provincial Government

Sole Proprietor

Other (describe):

North American Industry Classification System (NAICS) Code

Business Activity Description (A description of the business endeavour, this may include products sold, services provided or machinery/equipment used, etc.)

[Municipal government in Ontario](#)

1.2 – Applicant Physical Address

Civic Address

Unit Number

Street Number

[1111](#)

Street Name (Include type and direction)

[Victoria Street](#)

City/Town

[Petawawa](#)

Province

[ON – Ontario](#)

Postal Code

[K8H 2E6](#)

Survey Address (Not required if the Civic Address is provided)

Lot/Part

Concession/Reference Plan

Municipality/Unorganized Township

County/District

Province/State

Country

Postal Code

Telephone Number (incl. area code)

[613 687-5536](#)

ext. [2018](#)

Fax Number (incl. area code)

Mobile Number (incl. area code)

Email Address

dunrau@petawawa.ca

1.3 – Applicant Mailing Address Same as Applicant Physical Address

Civic Address

Unit Number

Street Number

Street Name (Include type and direction)

PO Box

City/Town/Municipality/Unorganized Township

Province/State

Country

Postal Code

Delivery Designator

Delivery Identifier

Postal Station

1.4 – Statement of Applicant

I, the undersigned hereby declare that, to the best of my knowledge:

- The information contained herein is complete and accurate in every way and I am aware of the penalties against providing false information as per s.184(2) of the *Environmental Protection Act*;
- I understand that by submitting this form, I am guaranteeing the completeness and accuracy of all the information provided on this form and included in the draft reports. Failure to submit the correct information will result in an incomplete application being returned;
- The Project Technical Information Contact identified below is authorized to act on my behalf for the purpose of obtaining approval under section 47.3 of the EPA for the Project identified herein.

Name of Signing Authority (Please print) (Last name, first name)

[Unrau, David](#)

Title

[Director of Public Works](#)

Telephone Number (incl. area code)

[613 687-5536](#)

ext. [2018](#)

Fax Number (incl. area code)

Mobile Number (incl. area code)

Email Address

dunrau@petawawa.ca

Signature

[David Unrau, P. Eng](#)

Digitally signed by David Unrau, P. Eng
DN: cn=David Unrau, P. Eng, o=Town of Petawawa,
ou=Director of Public Works,
email=dunrau@petawawa.ca, c=CA
Date: 2022.08.17 14:35:01 -04'00'

Date (yyyy/mm/dd)

[2022/08/17](#)

Section 2 – Project Information

2.1 – Application Type

New Renewable Energy Approval

Amendment to existing Renewable Energy Approval
Provide existing Renewable Energy Approval Number

Application Initiated by

- Applicant
 Client Services and Permissions Branch/Environmental Assessment and Permissions Branch
 Provincial Officer Order (attach copy)
 Other (describe):

Relevant pre-submission rules subject to/elected (please select one of the following)

Notice of Proposal to Engage and if applicable, Notice of First Public Meeting, distributed on or before December 31, 2010.	<input type="checkbox"/> 2010 Rules <input type="checkbox"/> Elect into one or more 2011 Rules <input checked="" type="checkbox"/> Elect into Current Rules	If "Elect into one or more 2011 Rules", please specify which rules:
Notice of Proposal to Engage and Notice of First Public Meeting (or if public meeting not required, drafts of the documents identified in paragraphs 1 and 2 of subsection 18(2) of the Regulation) distributed after December 31, 2010 and on or before July 1, 2012.	<input type="checkbox"/> 2011 Rules <input checked="" type="checkbox"/> Elect into Current Rules	
Notice of Proposal to Engage or Notice of First Public Meeting distributed after July 1, 2012.	<input checked="" type="checkbox"/> Current Rules	

Current Environmental Compliance Approvals (please attach a separate list if more space is required)

Environmental Compliance Approval Number C of A #1276-5YFSZH	Date of Issue (yyyy/mm/dd) 2006/06/24
Environmental Compliance Approval Number	Date of Issue (yyyy/mm/dd)
Environmental Compliance Approval Number	Date of Issue (yyyy/mm/dd)
Environmental Compliance Approval Number	Date of Issue (yyyy/mm/dd)

Current Permit(s) to Take Water (please attach a separate list if more space is required)

Permit Number	Date of Issue (yyyy/mm/dd)
Permit Number	Date of Issue (yyyy/mm/dd)
Permit Number	Date of Issue (yyyy/mm/dd)
Permit Number	Date of Issue (yyyy/mm/dd)

Project Schedule

Estimated date for start of construction/installation (yyyy/mm/dd) 2022/12/01	Estimated date for start of operation (yyyy/mm/dd) 2023/08/07
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2.2 – Statement of Project Technical Information Contact

The Project Technical Information Contact is the same as the Applicant (Identified in Section 1)

I, the undersigned hereby declare that, to the best of my knowledge:

- The information contained herein and the information submitted in support of this application (electronically and in hard copy) is complete and accurate in every way and I am aware of the penalties against providing false information as per s.184(2) of the *Environmental Protection Act*.
- I understand that by submitting this form, I am guaranteeing the completeness and accuracy of this form and the draft documents. Failure to submit the correct information will result in the application being returned as incomplete.
- That the information contained in the electronically submitted application form is the same as the information submitted in the hard copy submission.
- I have used the most recent application form (as obtained from the “Renewable Energy Approvals” section of the Ministry of the Environment and Climate Change website at <http://www.ontario.ca/environment-and-energy/renewable-energy-approvals> or from the Client Services and Permissions Branch at 1-800-461-6290).

Name of Project Technical Information Contact (Please print) (Last name, first name)

Aaron Law

Company Ontario Clean Water Agency			
Telephone Number (incl. area code) 647 381-9780	ext.	Fax Number (incl. area code)	Mobile Number (incl. area code)
Email Address alaw@ocwa.com			
Signature (hard copy submission MUST be signed) 			Date (yyyy/mm/dd) August 17, 2022

Address <input type="checkbox"/> The Project Technical Information Contact Address is the same as the Applicant (Identified in Section 1)			
Unit Number 500	Street Number 2085	Street Name (Include type and direction) Huronario Street	PO Box
City/Town/Municipality/Unorganized Township Mississauga		Province/State Ontario	
Country Canada		Postal Code L5A 4G1	
Delivery Designator	Delivery Identifier	Postal Station	

2.3 – Other Approvals for Facility (Please attach a separate list if more space is required)

A separate list is attached

List all other environmental approvals/permits applied for related to this project or received in relation to this project

Approval Number	Approval Date (yyyy/mm/dd)

Ontario Power Authority Reference (i.e. FIT) Number (if applicable)

2.4 – Type of Renewable Energy Generation Facility (Select all that apply)

Wind	<input type="checkbox"/> Class 2	<input type="checkbox"/> Class 3	<input type="checkbox"/> Class 4	<input type="checkbox"/> Class 5
Other	<input type="checkbox"/> Biofuel	<input type="checkbox"/> Biogas	<input type="checkbox"/> Other (if other please describe):	
Anaerobic Digestion	<input type="checkbox"/> Class 1	<input type="checkbox"/> Class 2	<input checked="" type="checkbox"/> Class 3	
Solar Photovoltaic	<input type="checkbox"/> Class 3			
Thermal Treatment	<input type="checkbox"/> Class 1	<input type="checkbox"/> Class 2	<input type="checkbox"/> Class 3	

2.5 – Generation of Electricity

Total Maximum Name Plate Capacity 0.2 MW (1 MW = 1000 kW / 1 kW = 0.001 MW)	Total Expected Generation Capacity MW (1 MW = 1000 kW / 1 kW = 0.001 MW)
Days and Hours of Operation 7/24	

Section 3 – Site Information**3.1 – Project Location** (The site/location where project will be located) The Project Location is the same as the Applicant's Address (Identified in Section 1)**Civic Address**

Unit Number	Street Number 560	Street Name (Include type and direction) Abbie Lane	Province ON – Ontario	Postal Code K8H 2X2
City/Town Petawawa				

Survey Address (Not required if the Civic Address is provided)

Lot/Part	Concession/Reference Plan	Municipality/Unorganized Township		
County/District	Province/State	Country	Postal Code	

Non Address Information (where the project spans many locations or a large rural area, specify how the project area relates to the address provided)

Geo Reference (Southwest corner of property)

Map Datum NAD83	Zone 18	Accuracy Estimate +/- 10m
Geo Referencing Method Estimation from a map	UTM Easting -77.2500201	UTM Northing 45.89955736637654

3.2 – Municipal or Local Authority Information (List all municipal or board authorities where the project is located. Attach a separate list if more space is necessary.)**Local Municipality (include each Single Tier or Lower Tier in which the project location is situated) / Unorganized Township**

Name of Municipality/Unorganized Township

Town of Petawawa

Address				
Unit Number	Street Number 111	Street Name (Include type and direction) Victoria Street	PO Box	
City/Town Petawawa	Province ON – Ontario		Postal Code K8H 2E6	
Telephone Number (incl. area code) 613 687-5536	ext. 2018	Fax Number (incl. area code)	Mobile Number (incl. area code)	
Email Address dunrau@petawawa.ca				

Clerk

Last Name Howard	First Name Colin	Middle Initial
Telephone Number (incl. area code) 613 687-5536	Email Address choward@petawawa.ca	

Is the project location situated in one or more Upper Tier Municipality? (i.e., county, regional or district municipality) Yes No**Is the project location situated in a Local Roads area?** Yes No**Is the project location in a Local Service Board area?** Yes No

3.3 – Site Information (Information about the site/location where project will be located)

Site Name

Petawawa

MOE District Office

Ottawa

Is any portion of the Project location on federally owned land or a reserve?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is any portion of the Project location on Crown Land?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the Project location that is the subject of this application owned by the Applicant? If "no", please attach the owner's name, address and a signed letter granting consent for the installation and operation of the facilities.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the Applicant the operating authority of the facility that is the subject of this application? If "no", please attach the operating authority name, address and phone number.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the Project location in the area of the Niagara Escarpment Plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the Project location in the area subject to the Oak Ridges Moraine Conservation Plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the Project location in the Protected Countryside as shown in Schedule 1 to the Greenbelt Belt Plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the Project location in the Lake Simcoe Watershed as defined in the <i>Lake Simcoe Protection Act, 2008</i> ?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the Project location in the Central Pickering Development Planning Area as shown in Schedule 1 to the Central Pickering Development Plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has an Archaeological Report (s. 22) been prepared as part of the complete submission?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has a Heritage Report (s.23) been prepared as part of the complete submission?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Has an Environmental Impact Study Report (s.38, s. 41 or s. 43) been prepared as part of the complete submission?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has a Water Assessment Report or supplementary reporting on any additional mitigation (s.39, s. 40, s.44 s. 45) been prepared as part of the complete submission?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the Project require any authorizations under the <i>Endangered Species Act, 2007</i> ?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If "yes", have they been obtained from the Ministry of Natural Resources?	<input type="checkbox"/> Yes <input type="checkbox"/> No

Section 4 – Supporting Documents

4.1 – Supporting Documentation and Technical Requirements

This is a list of all supporting information to this application and is subject to the FIPPA and EBR.

Mandatory	Attachment	Attached	Reference	Confidential*
Yes	Proof of Legal Name of Applicant.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Always Mandatory	<input type="checkbox"/>
Yes	A map that identifies the project location.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Always Mandatory	<input type="checkbox"/>
	Name, Address and Phone Number of the Operating Authority.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mandatory if applicant not operating authority.	<input type="checkbox"/>
	Name, Address and consent of land/site owner for the installation/construction and operation of the facility.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Mandatory if applicant not landowner	<input type="checkbox"/>
Yes	Project Description Report.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mandatory	<input type="checkbox"/>
Yes	Design and Operations Report.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mandatory for all but Class 2 Wind Facility.	<input type="checkbox"/>
Yes	Decommissioning Plan Report.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mandatory for all but Class 2 Wind Facility.	<input type="checkbox"/>
Yes	Construction Plan Report.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mandatory for all but Class 2 Wind Facility.	<input type="checkbox"/>
Yes	Consultation Report.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Mandatory for all but Class 2 Wind Facility.	<input type="checkbox"/>
	Development Permit under the <i>Niagara Escarpment Planning and Development Act</i> .	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Mandatory where permit required by NEC.	<input type="checkbox"/>
Yes	A copy of this application has been sent to the Ministry local district office(s).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Always Mandatory	<input type="checkbox"/>
	Report(s) that sets out a description of and rationale for the proposed change or alteration.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Mandatory for Amendment to REA applications.	<input type="checkbox"/>
	Document(s) required under Part IV the Regulation to be submitted as part of the application (list below).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>
	Document(s) required for the purposes of obtaining an exemption from a provision of Part V of the Regulation (list below).	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/>

Other Information Submitted in Support of the Application for the issue of a new, or amendment to an existing, Renewable Energy Approval, including any document that is required under Part IV of the Regulation and/or for the purposes of obtaining an exemption from a provision of Part V of the Regulation.

Title	Reference	Confidential*
Reports listed on separate sheet		<input type="checkbox"/>
		<input type="checkbox"/>

Are you attaching an additional list of documents? Yes No

If there is not enough space to list all of the attached documents included in this application package, please include an additional listing of these attachments.

*Note: The collection of personal information in this application is necessary to administer the Ministry's approvals program, which is authorized pursuant to the *Environmental Protection Act*. The personal information collected in this application will be used to administer the program, including for the purposes of the Ministry's compliance and enforcement activities under the aforementioned acts, and for the purposes of making information in respect of the Renewable Energy Approval available to the public with the exception of payment information. Questions about the collection of the information can be directed to a Client Service Representative, Client Services and Permissions Branch, 135 St. Clair Avenue West, 1st Floor, Toronto Ontario M4V 1P5; Telephone outside Toronto 1 800 461-6290 or in Toronto 416 314-8001 or Fax 416 314-8452.

For Office Use Only			
Reference Number	Payment Received	Date (yyyy/mm/dd)	Initials
	\$		

- Note:**
- All fees should be paid in Canadian funds, payable to the Ontario Minister of Finance.
 - Credit card payments are accepted for payments under \$10,000 only.
 - This page can only be mailed or faxed to our office with this application. For the protection of your credit card information, do not submit by email.
 - If you are paying by certified cheque or money order, please staple your payment to this page.
 - Do not include this page in the copies of your application that are being provided to the local MOE District Office or the local municipality(s).
 - The information collected in this section of the form is considered confidential and will only be used to process your application fee.

Amount enclosed

\$

Method of Payment

- Certified Cheque
 Money Order
 Visa
 MasterCard

Name on Card (please print)

Credit Card Number

Expiry Date (mm/yyyy)

Cardholder Signature

Date (yyyy/mm/dd)

If paying by certified cheque or money order, please attach it here.