

Noise Exemption Application

Overview and Instructions

Noise Regulations

Town of Collingwood [Noise By-law No. 2018-032](#) (hereinafter referred to as the “By-law”) sets out regulations regarding noise with the intention of reducing excessive sound that may cause disruptions and impact the peace and quiet of residents and visitors within the Town of Collingwood.

Who needs to apply for a noise exemption?

Any person, including a business, who is unable to comply with the By-law would be required to apply for a noise exemption. Some types of activities that may require an exemption include special events, the operation or use of outdoor speakers and other sound amplification equipment, or construction noises outside the permitted times.

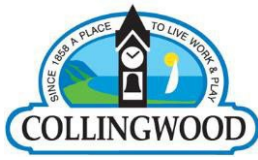
Application Approval Process

Noise exemption requests are provided in accordance with s.6.0 of the By-law. Once a completed application, including appropriate appendix and payment, has been received, the Clerk or Chief Administrative Officer (CAO) may grant an exemption from any of the provisions of the By-law or, at their discretion, forward the exemption application to Council to have Council make the final decision on whether to grant or refuse the application, with or without conditions.

Any breach of the terms or conditions of the exemption granted by the Clerk, CAO, or Council, or any error or omission in the information provided to the Town pursuant to s.6.6 of the By-law, shall immediately render the exemption null and void.

Events

Before a noise exemption for an event is considered, the Town must publish at least one notice in a newspaper of general circulation within the Town containing the relevant information required by the By-law and the date when the application will be considered, at least 10 days prior to the application's consideration. The notice will also be published on the Town's website and advertised through other applicable Town social media outlets. As such, **noise exemption for an event must be submitted at least thirty (30) days prior to the event** for which the exemption is being sought.



Noise Exemption Application

How to Apply

To apply for a noise exemption, complete the following:

1. Noise Exemption **Application Form**
2. The **appropriate appendix** based on the type of activity (i.e., Events/Sound Amplification [e.g., Outdoor Speakers], Construction Activity, or other [e.g., Property Maintenance])
3. Applicants must pay a **non-refundable application fee**, identified below, prior to their application being considered:

Type of Noise Exemption Application	Required Fee
Non-Event	\$222.50 +100% of advertising costs
Event	\$335.00 +100% of advertising costs

Please note, depending on the type and extent of the noise exemption being sought, further information may be requested such as a noise mitigation plan, supplementary reasons in greater detail, etc.

Applications can be submitted by email or in person. Choose one of the following methods to apply:

1. Email

Email the completed application to **townhall@collingwood.ca**. Once the application has been submitted, payment must be made in person at Town Hall before your application will be reviewed and considered.

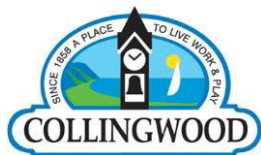
2. In-person

Submit the completed application and pay the fee in person at Town Hall. Payment by cash, cheque, credit, and debit are accepted.

Who to contact for more information:

If you would like more information or require this in an alternate format to be accessible, please contact Town Hall. Customer Service Representatives are available Monday to Friday from 8:30AM to 4:30PM.

- 97 Hurontario St. P.O. Box 157, Collingwood, Ontario L9Y 3Z5
- Phone: 705-445-1030, press 0 for customer service
- Email: townhall@collingwood.ca



Noise Exemption Application

Application Form

Note: This form must be completed for all Noise Exemption Applications.

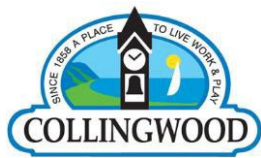
Applicant Information

First Name		Last Name	
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Mobile Telephone Number		Email	

Identify the primary contact who will be responsible for supervising the activity or event requiring exemption, if it is different from the individual applying for the exemption.

Primary Contact (if different from above)

Primary Contact			
Street Number	Street Name		Suite/Unit Number
City/Town		Province	Postal Code
Business Telephone Number		Business Email	



Noise Exemption Application

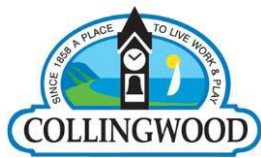
Appendix 1 – Events/Sound Amplification (e.g., Outdoor Speakers)

This Appendix is required when a noise exemption is being sought for the operation of speakers and other sound amplification equipment outdoors, including at Events outside permitted hours (i.e., Sunday to Thursday: 9PM to 8AM the next day; Friday/ Saturday/ Holiday: 11PM to 8AM the next day).

Note: If applying for the purpose of an Event, applicants must apply for an exemption request at least thirty (30) days before the event is to occur and understand further information may be requested.

Location of Event/Activity

Location Name (if applicable)			
Street Number	Street Name		Suite/Unit Number
City/Town	Province	Postal Code	
Other Location Information			
Is your event in a park? ☐ Yes ☐ No		Park Name and Permit No. (if applicable)	



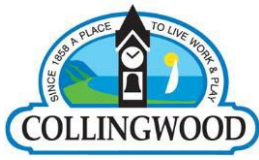
Noise Exemption Application

Event/Activity Information

Event/Activity Name	Event/Activity Type
Describe the event/activity and a brief description of why a noise exemption is required, including the type of noise impacts anticipated.	

Dates and Times

List the dates and times of your set-up, event/activity and tear down.		
Set-Up		
Set up date(s) (yyyy-mm-dd)	Start time	End time
Event/Activity		
Event date(s) (yyyy-mm-dd)	Start time	End time
Tear Down		
Tear down date(s) (yyyy-mm-dd)	Start time	End time
Additional information about the duration of the event/activity		



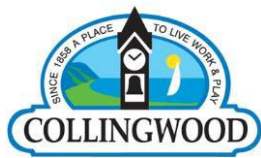
Noise Exemption Application

Equipment

Describe all sound equipment that will be used, how it will be used (e.g., music/speeches/addresses) and what types of sound control systems will be incorporated.

Mitigation Measures

Describe what steps you will take to reduce the impact of the noise (e.g., measures could include positioning the speakers so the sound is directed away from residences).



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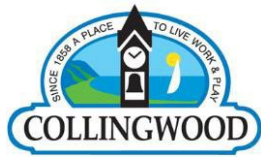
Authorized Signature

I acknowledge that the information I have provided to complete this application is accurate and true.

I further acknowledge and understand that by submitting and signing this application and paying the required exemption fee (non-refundable), my exemption request is not guaranteed and will only be approved by the Clerk or CAO (or Council, at the Clerk's or CAO's discretion).

Applicant Signature	Date (yyyy-mm-dd)
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Personal information contained on this form is collected pursuant to the *Freedom of Information and Protection of Privacy Act/Municipal Freedom of Information and Protection of Privacy Act*. The purpose of this collection is to administer the noise exemption application request. The information is used to determine the eligibility for noise exemption outside permitted hours and for further communication regarding the application. Questions about this collection can be directed to the Coordinator, Records Management and Freedom of Information, 97 Hurontario Street, Collingwood, ON, L9Y 3Z5 or by telephone at 705-445-1030.



Noise Exemption Application

Appendix 2 – Construction Activity

This Appendix is required when a noise exemption request is being sought for one of the following construction activities outside permitted hours:

- ☐ General **construction equipment noise** (Permitted – Monday to Friday: 7AM to 7PM and Saturday: 8AM to 4PM; Prohibited – Sunday, Holidays)
- ☐ Construction equipment noise from **site alteration activities within an active development** (Permitted – Monday to Friday: 7AM to 7PM; Prohibited – Saturday, Sunday, Holidays)
- ☐ Construction equipment noise from **domestic works** (Permitted – Monday to Friday: 7AM to 7PM, Saturday, Sunday, Holidays: 8AM to 6PM)

Location of Construction Activity

Location of Building or Project Name (if applicable)

Street Number

Street Name

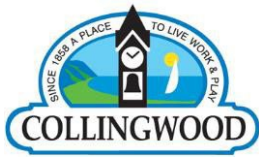
Suite/Unit Number

City/Town

Province

Postal Code

Other Location Information (e.g., if it is road work, please show on site plan)



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Construction Activity Information

Main Activity Type

Describe the activity and brief description of why a noise exemption is required, including the type of noise impacts anticipated.

Equipment

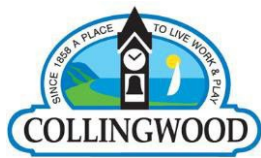
Describe in point form each type of construction equipment which will be used, how it will be used, and if appropriate what types of noise mitigation systems will be incorporated (e.g., Diesel Generator to provide power to site will be placed furthest location from residents, acoustical shroud installed, etc.)



List the dates and start and end times of your construction activity. Note that any noise from any construction vehicle or activity outside the approved start and end times is prohibited. This includes any loading/unloading or back up warning of construction equipment.

Mitigation Measures

Describe what steps you will take to reduce the impact of the noise (e.g., measures could include locating construction equipment away from residences, discouraging queuing of vehicles prior to site opening, etc.)



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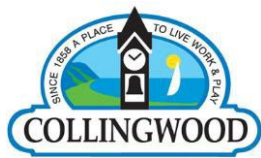
Authorized Signature

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Applicant Signature	Date (yyyy-mm-dd)

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Appendix 3 – Property Maintenance Tools

This Appendix is required when a noise exemption request is being sought for the usage of property maintenance tools outside permitted hours (i.e., Monday to Sunday and Holiday: 7AM to 9PM).

Location of Property

Street Number	Street Name	Suite/Unit Number
City/Town	Province	Postal Code
Other Location Information		

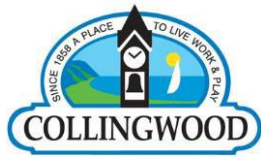
Property Maintenance Information

Main Activity Type
Describe the activity and brief description of why a noise exemption is required, including the type of noise impacts anticipated.



Describe in point form each type of property maintenance tool that will be used, how it will be used, and if appropriate what types of noise mitigation systems will be incorporated.

Activity		
Set up date(s) (yyyy-mm-dd)	Start time	End time



Noise Exemption Application

Mitigation Measures

Describe what steps you will take to reduce the impact of the noise.

Authorized Signature

I acknowledge that the information I have provided to complete this application is accurate and true.

I further acknowledge and understand that by submitting and signing this application and paying the required exemption fee (non-refundable), my exemption request is not guaranteed and will only be approved by the Clerk or CAO (or Council, at the Clerk's or CAO's discretion).

Applicant Signature	Date (yyyy-mm-dd)
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