

Zoning By-law Amendment/ Zone Change

Pre-application consultation:

Pre-application consultation meetings are strongly recommended with the Township and/or Regional staff to discuss the proposal, ahead of making a formal application.

Processing time:

Zoning By-law
Amendments have
processing times of 90
days, once the
application has been
formally submitted to
the Township.

Terms:

OLT: Ontario Land

Tribunal

OPA: Official Plan

Amendment

ZBA: Zoning By-law Amendment/ Zone

Change

	Pre-application consultation [Application Form]
	Staff to review, comment, and provide full application requirements, hold applicant meeting with staff
30 days	Applicant submits formal application and prescribed supplementary info
	Staff review to deem application Complete
21 days	Notice of Complete application, Advertising, Circulation to internal staff and agencies for comment, and to property owners within 150 metres of subject site.
	Internal staff, external agencies review, receive public comment. Planning public meeting, present info report, receive public comment.
39 days	Township provides recommendation report to council
	Council decision, Notice of Decision
20 days	Appeal Period Begins (Only for applicant and municipality)
	Appeal received No appeal received
	Compile records for OLT By-law in effect