PROCEDURES

ZONING BY-LAW AMENDMENT AND OFFICIAL PLAN AMENDMENT

Application Fee:	Rezoning - $1200.00 ($600.00 to County) O.P.A. - $1000.00 ($400.00 to County) S.C.R.C.A. - $100.00
	If St. Clair Conservation Authority comments are required, there is an additional $100.00 fee for each application.
	If septic evaluation is required, an additional $75.00 fee applies.
Application Form:	A sketch of the property must accompany the application showing accurate dimensions and buildings.
	The proposed zoning should be detailed so an appropriate zone can be established.
	Justification for the change should accompany application.
	Council accepts or rejects the application. If accepted, it is forwarded to County for preparation of the by-law. If Council rejects it, the applicant has the alternative to challenge Council's decision and may lodge an appeal with the OMB for $125.00.
Notification	Notice is sent to all property owners within 400 ft. (150 m) or advertised in the newspaper (20 days prior to the Public Meeting) and placed on website.
Public Meeting:	Planner gives the purpose and the reasons for the by-law. Applicant gives a presentation.
Appeal Period:	Objections may be received up to 20 days after Notice of the passing of the zoning by-law. For O.P.A. the County indicates the last day of appeal.
Finalization:	County approval is received and amendment effective when appeal period is complete without any objections.
Other Permits:	St. Clair Region Conservation Authority Ministry of Transportation County of Lambton Ministry of Environment (if applicable)

There are no guarantees and no refunds.