

**Consents - In Instructions for Consultation and Processing**

County Of Brant - Planning Division of the Community and Development Services Department  
 66 Grand River Street North, Paris, ON, N3L 2M2  
 Telephone: (519) 442-6324 Fax: (519) 442-3461

1. This process pertains to the Consents involving complicated land use issues.
2. There are different fees for each type of application (See County Fee Schedule).
3. Other related applications can be processed concurrently and within the process for Consents involving complicated land use issues.
4. See other types of application forms and process if related application forms are not filed concurrently.
5. Detach and retain this page for future reference.

<b>STEPS IN THE CONSULTATION PROCESS</b>	
Step 1	As per Section 53(4) of the Planning Act, applicants who are not familiar with the County process or who require input into the process are encouraged to meet with the County's Planning Division member prior to submitting an application.
Step 2	Five (5) copies of the Application Form, five (5) full size (11x17) copies of the site plan or development concept, and three (3) copies of any technical studies or engineering reports in support of the proposal, are submitted to the County.
Step 3	A Preconsultation Meeting, chaired by a member of the Planning Division and a member of Public Works, will be scheduled, if required and as time permits, within two weeks of submission.  The purpose of the preconsultation meeting is to: <ol style="list-style-type: none"> <li>i) Review application and information submitted;</li> <li>ii) Identify key Departmental and Agency issues in processing;</li> <li>iii) Identify any concurrent applications required;</li> <li>iv) Identify matters of Provincial or Municipal Interest (see Pg. 2 &amp; Pg. 3);</li> <li>v) Identify any additional plans, reports and/or studies required to be completed prior to acceptance of an application; and,</li> <li>vi) Identify staff contact assigned to the file.</li> </ol>
Step 4	Application is deemed complete (30 Days) and accepted; meeting date is determined.
Step 5	Application circulated to Public, Agencies and Departments.
Step 6	Sixty (60) Day Status letter sent to Applicant/Owner/Agent, as needed.
Step 7	A Post Circulation Meeting, chaired by a member of the Planning Division and a member of Public Works, will be scheduled, if required and as time permits: <ul style="list-style-type: none"> <li>➤ To discuss agency or public issues raised during circulation</li> <li>➤ Review conditions of approval</li> <li>➤ Review municipal requirements for inclusion in an agreement.</li> </ul>
Step 8	Finalize Planning Report.
Step 9	Public Meeting of Committee of Adjustment.
Step 10	Decision of the Committee of Adjustment, as Approval Authority.
Step 11	Notice of Decision circulated within 15 days of the Committee meeting.
Step 13	Appeal Period (20 days following the Date of Notice of Decision).

Application complete – 30 days (90 Day - Decision Date: \_\_\_\_\_)

Application incomplete (missing information: \_\_\_\_\_)

\_\_\_\_\_ ) \_\_\_\_\_  
 Planner Date Reviewed

\_\_\_\_\_  
 Date Applicant/Owner/Agent Informed  in person  by phone  by letter/email

### Matters of Provincial and Municipal Interest

*Pursuant to Section 53(3) of the Planning Act*, Council may require other information and materials to assist in its Plan Review Function and the expeditious review of this application. Complete the following to assist the County in performing a complete review of the proposal. If an entry is made, an assessment of the proposal's sensitivity to the identified feature is required.

<i>Land Use or Feature</i>	<i>Subject Lands</i>	<i>Within Specified Distance</i>
1. Active or Former Landfill Site	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
2. Sewage Treatment Plant	<input type="checkbox"/> yes <input type="checkbox"/> no	150 metres <input type="checkbox"/> yes <input type="checkbox"/> no
3. Sewage Lagoon / Pond	<input type="checkbox"/> yes <input type="checkbox"/> no	400 metres <input type="checkbox"/> yes <input type="checkbox"/> no
4. Storm Water Management Facility	<input type="checkbox"/> yes <input type="checkbox"/> no	15 metres <input type="checkbox"/> yes <input type="checkbox"/> no
5. Airport with NEF above 25	<input type="checkbox"/> yes <input type="checkbox"/> no	Adjacent to <input type="checkbox"/> yes <input type="checkbox"/> no
6. Active Rail Line	<input type="checkbox"/> yes <input type="checkbox"/> no	100 metres <input type="checkbox"/> yes <input type="checkbox"/> no
7. Rail Marshalling Yard	<input type="checkbox"/> yes <input type="checkbox"/> no	300 metres <input type="checkbox"/> yes <input type="checkbox"/> no
8. Controlled Access Provincial Highway	<input type="checkbox"/> yes <input type="checkbox"/> no	100 metres <input type="checkbox"/> yes <input type="checkbox"/> no
9. County Collector/Arterial Road	<input type="checkbox"/> yes <input type="checkbox"/> no	30 metres <input type="checkbox"/> yes <input type="checkbox"/> no
10. Operating Mine, Quarry or Pit	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
11. Non-Operating Mine, Quarry or Pit	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
12. Mineral Aggregate Resource Area	<input type="checkbox"/> yes <input type="checkbox"/> no	200 metres <input type="checkbox"/> yes <input type="checkbox"/> no
13. Min. Aggregate Crushing/Asphalt Plant	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
14. Petroleum Resource Area	<input type="checkbox"/> yes <input type="checkbox"/> no	200 metres <input type="checkbox"/> yes <input type="checkbox"/> no
15. Contaminated & Hazardous Sites	<input type="checkbox"/> yes <input type="checkbox"/> no	Adjacent to <input type="checkbox"/> yes <input type="checkbox"/> no
16. Class 1 – light, rural & special industries	<input type="checkbox"/> yes <input type="checkbox"/> no	70 metres <input type="checkbox"/> yes <input type="checkbox"/> no
17. Class 2 – medium industries	<input type="checkbox"/> yes <input type="checkbox"/> no	300 metres <input type="checkbox"/> yes <input type="checkbox"/> no
18. Class 3 – heavy industries	<input type="checkbox"/> yes <input type="checkbox"/> no	1000 metres <input type="checkbox"/> yes <input type="checkbox"/> no
19. Electric Transformer Station	<input type="checkbox"/> yes <input type="checkbox"/> no	200 metres <input type="checkbox"/> yes <input type="checkbox"/> no
20. High Voltage Electric Transmission Line	<input type="checkbox"/> yes <input type="checkbox"/> no	100 metres <input type="checkbox"/> yes <input type="checkbox"/> no
21. High Voltage Electric Wind Turbine	<input type="checkbox"/> yes <input type="checkbox"/> no	100 metres <input type="checkbox"/> yes <input type="checkbox"/> no
22. Pipeline and Utility Corridors or Facilities	<input type="checkbox"/> yes <input type="checkbox"/> no	20 metres <input type="checkbox"/> yes <input type="checkbox"/> no
23. Lands designated as Agricultural	<input type="checkbox"/> yes <input type="checkbox"/> no	Adjacent to <input type="checkbox"/> yes <input type="checkbox"/> no
24. Farms with Livestock	<input type="checkbox"/> yes <input type="checkbox"/> no	1000 metres <input type="checkbox"/> yes <input type="checkbox"/> no
25. Farms with on-site processing facilities	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
26. Lands designated as Natural Environment	<input type="checkbox"/> yes <input type="checkbox"/> no	120 metres <input type="checkbox"/> yes <input type="checkbox"/> no
27. Wetlands or Woodlands	<input type="checkbox"/> yes <input type="checkbox"/> no	120 metres <input type="checkbox"/> yes <input type="checkbox"/> no
28. Areas of Natural & Scientific Interest	<input type="checkbox"/> yes <input type="checkbox"/> no	120 metres <input type="checkbox"/> yes <input type="checkbox"/> no
29. Floodplains	<input type="checkbox"/> yes <input type="checkbox"/> no	120 metres <input type="checkbox"/> yes <input type="checkbox"/> no
30. Erosion & Steep Slope Hazards	<input type="checkbox"/> yes <input type="checkbox"/> no	120 metres <input type="checkbox"/> yes <input type="checkbox"/> no
31. Cold Water Stream	<input type="checkbox"/> yes <input type="checkbox"/> no	30 metres <input type="checkbox"/> yes <input type="checkbox"/> no
32. Warm Water Stream	<input type="checkbox"/> yes <input type="checkbox"/> no	15 metres <input type="checkbox"/> yes <input type="checkbox"/> no
33. Fish Habitat	<input type="checkbox"/> yes <input type="checkbox"/> no	120 metres <input type="checkbox"/> yes <input type="checkbox"/> no
34. Well Head Protection Area	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
35. Regional Aquifer	<input type="checkbox"/> yes <input type="checkbox"/> no	500 metres <input type="checkbox"/> yes <input type="checkbox"/> no
36. Heritage District, Site or Structure	<input type="checkbox"/> yes <input type="checkbox"/> no	30 metres <input type="checkbox"/> yes <input type="checkbox"/> no
37. Archaeological Resource Site	<input type="checkbox"/> yes <input type="checkbox"/> no	300 metres <input type="checkbox"/> yes <input type="checkbox"/> no

1. Class 1 Industry - small scale, self-contained plant, no outside storage, low probability of fugitive emissions and daytime operations only.
2. Class 2 Industry - medium scale processing and manufacturing with outdoor storage, periodic output of emissions, shift operations and daytime truck traffic.
3. Class 3 Industry - indicate if within 1000 metres - processing and manufacturing with frequent and intense off-site impacts and a high probability of fugitive emissions.

Studies to be completed: \_\_\_\_\_

\_\_\_\_\_  
Date Applicant/Owner/Agent Informed    Informed  in person  by phone  by letter/email

### Technical Information and Studies Required by Brant County

In the course of determining the merits of this application, the County may request that the following actions be taken to address the previously identified *Matters of Provincial and Municipal Interest*.

- ❖  Preconsultation is required with Agencies, Building, Planning, Public Works staff
- ❖  Preliminary Site Meeting

Required Information	No. of copies	At Submission	During Review	Prior to Public Mtg	Received
a. <input type="checkbox"/> Planning Impact Analysis Report					
b. <input type="checkbox"/> Storm Water Management Report					
c. <input type="checkbox"/> Functional Engineering & Servicing Report					
d. <input type="checkbox"/> Traffic Impact Analysis					
e. <input type="checkbox"/> Sight line analysis					
f. <input type="checkbox"/> Daylight triangles/road widening					
g. <input type="checkbox"/> Turn lanes					
h. <input type="checkbox"/> Hydrogeological Report (3 or more lots/units)					
i. <input type="checkbox"/> Well Driller's Log					
j. <input type="checkbox"/> Well Decommissioning Records					
k. <input type="checkbox"/> Floodplain Analysis					
l. <input type="checkbox"/> Geotechnical/Soils Report					
m. <input type="checkbox"/> Opportunity and Constraints Mapping					
n. <input type="checkbox"/> Top of Bank Demarcation Plan					
o. <input type="checkbox"/> Tree Inventory					
p. <input type="checkbox"/> Protection/Planting Plan					
q. <input type="checkbox"/> Environmental Impact Study					
r. <input type="checkbox"/> Phase 1 Environmental Audit					
s. <input type="checkbox"/> Land Use Impact Assessment (MoE D1 - D6 Guidelines)					
t. <input type="checkbox"/> Noise and Vibration Report					
u. <input type="checkbox"/> Shadow Analysis Report					
v. <input type="checkbox"/> Record of Site Condition					
w. <input type="checkbox"/> MDS calculations					
x. <input type="checkbox"/> Agricultural Impact Assessment Report					
y. <input type="checkbox"/> Archaeological Assessment					
z. <input type="checkbox"/> Heritage Impact Assessment					
aa. <input type="checkbox"/> Financial Impact Analysis					
bb. <input type="checkbox"/> Market Impact Study					
cc. <input type="checkbox"/> Homeowner Survey					
dd. <input type="checkbox"/> Draft Zoning By-law and Schedule					
ee. <input type="checkbox"/> Property Title Abstract					
ff. <input type="checkbox"/> Other information:					

Studies to be completed: \_\_\_\_\_

\_\_\_\_\_  
Date Applicant/Owner/Agent Informed    Informed  in person  by phone  by letter/email


**Application for Consent** (S2010)

**Application No.** \_\_\_\_\_

**To: The Secretary-Treasurer of the Committee of Adjustment, County of Brant**

Pursuant to Section 53 of the Planning Act, RSO. 1990, as amended, an application for Consent is hereby submitted, and enclosed is the Prescribed Information (in metric), as per Ontario Regulations 197/96 & 505/98, and the Fee of **\$1,700.00**.

Technical studies and a current survey plan, prepared by an Ontario Land Surveyor or an Engineered Site Plan, showing the subject lands as well as the existing and proposed uses is to be submitted to expedite the review of the Consent application. Any preliminary construction and/or design plans available are also to be included.

1) a. Name of Applicant \_\_\_\_\_ Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_ Email Address \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

b. Name of Authorized Agent \_\_\_\_\_ Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_ Email Address \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_

c. Name of Owner \_\_\_\_\_ Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_ Email Address \_\_\_\_\_

Address \_\_\_\_\_ Postal Code \_\_\_\_\_.

2) Legal description of subject lands:

Civic Address (No., Unit & Street Name) \_\_\_\_\_

Township Lot \_\_\_\_\_ Subdivision Lot \_\_\_\_\_

Concession/Range/Tract \_\_\_\_\_ Former Municipality \_\_\_\_\_

Registered Plan No. \_\_\_\_\_ Lot No. \_\_\_\_\_ Block No. \_\_\_\_\_

Reference Plan No. \_\_\_\_\_ Part No. \_\_\_\_\_

Roll Number(s) \_ 2920 - \_\_\_\_\_.

3) Type and purpose of the proposed Consent transaction:

Creation of new lot

Addition to a lot. With this, identify the parcel to which the severed lands will be added

to \_\_\_\_\_,

easement  right of way  Mortgage/Charge  lease  correction of title.

4) Name of the recipient to whom land or interest is to be transferred, leased or charged to:

(if known) \_\_\_\_\_.

5) Description of existing easement(s) or restrictive covenants on the subject lands:

\_\_\_\_\_.

6) Please describe the subject lands by providing the following information:

<b>Parcel Data</b>	<b>Severed Lands or Lot</b>	<b>Retained Lands or Lot</b>
Frontage (m)		
Depth (m)		
Area (sq.m or ha)		
Existing land uses	Primary: _____ Secondary:	Primary: _____ Secondary:
Existing building/structures	Principal: _____ Accessory:	Principal: _____ Accessory:
Proposed land uses	Primary: _____ Secondary:	Primary: _____ Secondary:
Proposed building/structures	Principal: _____ Accessory:	Principal: _____ Accessory:
Vehicle access	<input type="checkbox"/> Provincial highway ----- <input type="checkbox"/> Municipal road ----- <input type="checkbox"/> Right-of-way ----- <input type="checkbox"/> Water access	<input type="checkbox"/> Provincial highway ----- <input type="checkbox"/> Municipal road ----- <input type="checkbox"/> Right-of-way ----- <input type="checkbox"/> Water access
Water service	<input type="checkbox"/> municipal watermain <input type="checkbox"/> communal source <input type="checkbox"/> well <input type="checkbox"/> cistern <input type="checkbox"/> other _____	<input type="checkbox"/> municipal watermain <input type="checkbox"/> communal source <input type="checkbox"/> well <input type="checkbox"/> cistern <input type="checkbox"/> other _____
Sanitary service	<input type="checkbox"/> municipal sewer <input type="checkbox"/> communal system <input type="checkbox"/> septic system <input type="checkbox"/> holding tank <input type="checkbox"/> other _____	<input type="checkbox"/> municipal sewer <input type="checkbox"/> communal system <input type="checkbox"/> septic system <input type="checkbox"/> holding tank <input type="checkbox"/> other _____

- 7) a. Official Plan designation(s) of the subject lands: \_\_\_\_\_  
 b. Current Zoning of the subject lands: \_\_\_\_\_.
- 8) Are the subject lands or have the subject lands ever been the subject of an application for a Plan of Subdivision or Consent under the Planning Act?  yes or  no  
 If known, list File No.(s) \_\_\_\_\_,  
 and decisions \_\_\_\_\_.
- 9) Please note any previous Consents (i.e. severance history) of the subject lands acquired by the owner: \_\_\_\_\_.
- 10) If these lands have been the subject of a previous severance by the owner, please note the File No.(s) and date of the Consent \_\_\_\_\_  
 the name of recipient(s) of the severed lands \_\_\_\_\_.
- 11) List all other planning applications relevant to the subject lands \_\_\_\_\_  
 \_\_\_\_\_.
- 12) If yes to Entry No. 11, list their File No.s \_\_\_\_\_  
 and the application's status (i.e. in review, approved) \_\_\_\_\_.
- 13) In association with Entry No. 6 of this application, please also include a detailed plan accurately illustrating the following for both the severed lands and retained lands:
- ❖  The legal description of the subject lands
  - ❖  boundaries and  dimensions of lands abutting the subject parcel also owned by the owner, if applicable.
  - ❖  location of previously severed parcels of the land originally acquired by the owner
  - ❖  location of subject land in relation to nearest township lot or other landmark
  - ❖  boundaries and  dimensions of subject lands showing the severed/retained parts
  - ❖  location,  size and  type of all **existing** buildings and structures and their setbacks from  front lot lines  rear lot lines  side lot lines  
 existing accesses,  driveways,  parking and  loading spaces,  
 existing wells,  septic systems, and  utilities.
  - ❖  location,  size and  type of all **proposed** buildings and structures and their setbacks from  front lot lines  rear lot lines  side lot lines  
 proposed accesses,  driveways,  parking and  loading spaces,  
 proposed wells,  septic systems, and  utilities.
  - ❖  location of natural & artificial features on this lot & abutting lands  
(e.g. buildings, roads, wells, septic systems, signage, utilities, watercourses, trees and shrubs, valleys, wetlands, woodlands, landscaping, buffering, fences, etc.)
  - ❖  existing uses on adjacent lands (e.g. residential, agricultural, aggregate, commercial, industrial, institutional, recreational, parks etc.)
  - ❖  location,  width and  name of roads whether private, open, unopened
  - ❖  water access (  dock and  parking area)
  - ❖  location and description of easements, rights-of-way and encroachments

14) Identify whether the application is consistent with the policy statements issued under subsection 3 (1) of the Act (see Schedule 1-15 of OReg 197/96).

(  yes or  no) and explain why or why not \_\_\_\_\_

\_\_\_\_\_

Date/Author of the Report \_\_\_\_\_.

15) Identify whether the subject land is within an area of land designated under any provincial plan or plans (see Schedule 1-16 of OReg 197/06). Note: The Growth Plan for the Greater Golden Horseshoe applies to the County of Brant.

(  yes or  no)

16) If the answer to Entry No. 15 is yes, whether the application conforms to or does not conflict with the provincial plan or plans (see Schedule 1-17 of OReg 197/96).

(  yes or  no) and explain why or why not \_\_\_\_\_

\_\_\_\_\_

Date/Author of the Report \_\_\_\_\_.

17) Written authorization from the owner has been provided if the applicant is not the owner.

yes or  no.

18) An affidavit or sworn declaration, that the above described Prescribed Information has been provided and is complete and true.  yes or  no.

\_\_\_\_\_  
Signature of Owner (s)

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Owner (s)

\_\_\_\_\_  
Signature of Agent

\_\_\_\_\_  
Signature of Owner (s)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

**Sworn Declaration as per Entry No. 18 of the County of Brant’s Consent application**

I, \_\_\_\_\_ of the \_\_\_\_\_  
of \_\_\_\_\_ in the Province of Ontario, solemnly declare that all  
the statements contained in this application are true and I make this solemn declaration  
conscientiously believing it to be true and knowing that it is of the same force and effect as if  
made under oath and by virtue of the CANADA EVIDENCE ACT.

Sworn before me at the

\_\_\_\_\_ of \_\_\_\_\_)

in the Province of Ontario

this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_)

\_\_\_\_\_  
Signature of Owner or Authorized Agent

\_\_\_\_\_ a Commissioner, etc.

Stamp

-----  
**NOTE:**

All correspondence, notices, etc. in regard to this application will be directed to the Applicant,  
Owner and Agent as noted.

## GUIDE TO APPLICANTS - PROCEDURE FOR CONSENT

Pursuant to the Planning Act-R.S.O.1990 as amended.

1. Before filling out the Consent form, Applicants should discuss their proposed severance with Planning staff on a preliminary basis obtaining information on the following:
  - (1) The Official Plan;
  - (2) The Zoning By-Law, and,
  - (3) The requirement for other Departments and Agencies' comments, i.e. Building Division, Public Works, Ministry of Transportation, Conservation Authorities, Ministry of Municipal Affairs and Housing, etc.
2. Applicants should take one application, complete it and review with the Secretary-Treasurer of the Committee of Adjustment. (It is recommended that you call to arrange an appointment).
3. The application form, sketch and appropriate non-refundable fee would then be submitted to the Secretary-Treasurer for processing. It should be noted that the Committee of Adjustment meets approximately once per month.
4. The County of Brant is required to hold a public meeting within **90 days** to consider the merits of the Complete Application for Consent. The Application for Consent is deemed to be complete if it has the Prescribed Information and Fee with it.
5. The Meeting includes the reading and distribution of the Notice and Agency and staff reports, submission on behalf of applicant personally or by his Solicitor and/or Agent, submissions of adjacent owners and a short question and answer period.
6. The Committee normally gives a verbal decision that evening. If approved, the decision may be subject to certain conditions, i.e. development charges, conveyance of road widening parcels, zoning changes, etc.
7. The Minutes and Decisions are prepared and the Decisions are directed within 15 days following the Meeting to interested persons and Agencies as required. Appeals to the Committee Decision must be made within 20 days of the sending of Notice of Decision, otherwise the Decision, subject to conditions, is final and binding. Appeals to Committee Decisions are heard by the Ontario Municipal Board. The fee to appeal is \$125.00 payable to the Minister of Finance, and \$265.00 payable to the County of Brant for processing fees.
8. Where the Committee Decision is conditional upon an Amendment to the Official Plan and/or Zoning By-law, the application for such change, following the Committee appeal date, must be filed with the municipality as per the Guide to Applicants to amend said by-laws.
9. The Committee Decision can be validated at such time as all conditions to their approval have been complied with. Note that the time period for validation must be within one year of the date of the Committee's written Decision.
10. Further information may be obtained from the Planning Division of the County of Brant.

## **Grand River Conservation Authority (GRCA) Planning Fees County of Brant Fact Sheet**

### **Contact Information**

Any questions regarding GRCA fees should be directed to the **GRCA, Resource Planning Section** at **(519) 621-2761**. The GRCA will respond to inquiries regarding the fee, and can provide advice on proposals being considered.

### **Background Information**

The Province of Ontario has encouraged conservation authorities to make programs and services more self-sufficient by applying the user-pay principle. The Grand River Conservation Authority is one of the last Conservation Authorities in Ontario to charge plan review fees.

Service fees will allow the Conservation Authority to improve the efficiency and effectiveness of the delivery of our service. A user fee principle will ensure that the individual using the service is the person paying for the service. This will ensure that the broader tax base does not incur an increase in their taxes to cover these costs. The GRCA will continue to provide Plan Input services to our municipal partners to implement the objectives of watershed planning.

The major & minor fees have been established in order to provide fair cost for the review time for complex applications vs. applications with minimal impact on the environment.

### **Authority to charge fees**

The Province has amended the Conservation Authorities Act to give a conservation authority power to “charge fees for services approved by the Minister” (Section 21.m.1) The Ministry of Natural Resources Policies and Procedures for the Charging of Conservation Authority Fees identifies “Plan Review” as an approved service for charging fees.

### **Process**

When a landowner discusses or submits a Planning Act application, municipal staff will screen the application to determine whether it is within an area of interest to the conservation authority. If the site or land holdings are within an area of concern to the conservation authority it is suggested that the GRCA participate in a preconsultation discussion and/or meeting with the applicant and the municipality before the application is formally submitted.

### **Implementation Date**

The Grand River Conservation Authority Planning Fees have been implemented for the County of Brant. Payment of fees should accompany the application when submitted to the County if the application falls within an area of interest of the Conservation Authority.