

CORPORATION OF THE MUNICIPALITY OF TWEED

BY-LAW NO. 2024-28

Being A By-law to require mandatory pre-consultation for certain planning applications in the Municipality of Tweed

WHEREAS the Council of the Municipality of Tweed has deemed it necessary to develop a mandatory Pre-Consultation By-law for certain planning applications and to delegate authority to staff to determine when an application will be considered by Council or when an inactive file may be closed;

WHEREAS pre-consultation between the applicant and the Municipality can help ensure a complete application and provides opportunities for early feedback and information sharing on the proposed concept;

1. DEFINITIONS

- 1.1 "Zoning Administrator" shall mean the appointed Zoning Administrator or designate of the Municipality of Tweed.
- 1.2 "Pre-Consultation" shall mean the process for fulfilling the requirements set out in this by-law as applied to all applications for Zoning By-law Amendments, Site Plan Agreements, and Minor Variances.
- 1.3 "Municipality" shall mean the Corporation of the Municipality of Tweed.

2. PRE-CONSULTATION REQUIREMENT AND PROCESS

- 2.1 Any person or public body intending to file an application under Sections 22(3.1)(b), 34(10.0.1)(b), and 41(3.1)(b) of the Planning Act R.S.O. 1990 c.P. 13, as amended, is hereby required to pre-consult with the Municipality of Tweed prior to submitting an application on all applications for Zoning By-law Amendments, Site Plan Control, and Minor Variances.
- 2.2 The Municipality shall not accept any application for which an applicant has not pre-consulted with Municipality of Tweed staff.
- 2.3 Notwithstanding any provision of this by-law to the contrary, the Zoning Administrator or designate, is hereby delegated the authority to waive the requirement for pre-consultation with Municipality where the Zoning Administrator, determines that there is no need for a pre-consultation prior to the application being filed.
- 2.4 The Zoning Administrator, at their discretion, will involve staff from other Departments, County Planning Staff, the applicable conservation authority, member municipality, and other review agencies as they deem appropriate.
- 2.5 The Zoning Administrator, at their discretion, may require more than one pre-consultation meeting before they are in a position to determine the requirements for a complete application or if more than six (6) months has lapsed since the initial pre-consultation.

3. PERIOD OF VALIDITY

3.1 The Zoning Administrator shall hereby be delegated the authority to close a file following a period of inactivity of six months or subject to legislative changes.

4. ENACTMENT

4.1 This By-law shall come into force and take effect on the day of final passing thereof.

Read a first, second, and third and final time, passed, signed, and sealed in open Council this 7th day of May, 2024.

MAYOR

CLERK