

Zoning By-Law Amendment



For specific inquiries:
Town of Renfrew
Department of
Development and Works
127 Raglan Street South,
Renfrew, Ontario
K7V 1P8

Tel: (613) 432-8166

This pamphlet is intended to
provide preliminary
information only
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What is a Zoning By-Law?

A Zoning By-Law controls the use of land and buildings and regulates the height, bulk, location, size floor area, spacing and use of buildings or structures. The Zoning By-Law is used as the primary tool for implementing the Town's Official Plan. There are four main components of a Zoning By-Law: definitions, general provisions, zoning provisions and zones on maps. Information on matters such as permitted land uses, building locations, lot size standards (e.g side yard dimensions and setbacks from the street) and parking requirements are laid out in the by-law. The Zoning By-law is approved by the Council of the Town of Renfrew and must conform to the Town's Official Plan and the Provincial Policy Statements.

Why Rezone Land?

To use a property in a way that is not permitted by the Zoning By-Law requires a rezoning of your land. If the change is minor, the Zoning By-law may be varied through a minor variance, which is a separate and distinct process. The variance process is outlined under "Committee of Adjustment – Minor Variance".

Pre-Consultation

Prior to submission of an application, applicants are encouraged to meet with the Planning Department staff. Proposals for rezoning may be reviewed with the Planning Department staff. This review will determine if enough information is provided with the application to support the rezoning request and if the application conforms the Town's Official Plan.

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Application Processing

1) *Complete an application:*

Each application must undergo a pre-consultation process to prevent oversights, errors, delays and additional costs in the processing. Also ensure that the required drawing(s) are in compliance with the minimum standards and that the correct fee accompanies the submission.

2) *Submit the application and required documents:*

Submit these to the Department of Development and Works, 127 Raglan Street South.

3) *After the application has been submitted:*

- After the submission of an application, the Town Planner will determine if the application is complete, including whether all of the information prescribed by the Ontario Regulation(s) and the required fee have been provided. If the application is complete, the Town Planner will deem the application to be received. The applicant/owner will be notified whether the application is complete or whether more information is required.
- Upon receipt of a complete application, the required fee and such other information as may be required, Town Planner will determine whether the application is complete and process the application further (i.e. the circulation of notice and the holding of at least one public meeting as required by the Ontario Planning Act). The applicant will be encouraged to attend a public meeting, to present the proposal. The applicant will be provided notice of any decision made by Council concerning the application. Amendments to local Official Plans are adopted by Council and then forwarded to the County of Renfrew for approval.

Application

Applications are available at the Department of Development and Works, 127 Raglan Street South. They are also available through the Town of Renfrew's web site.

Fees

Please refer to the Zoning By-law Amendment application for the fee schedule

