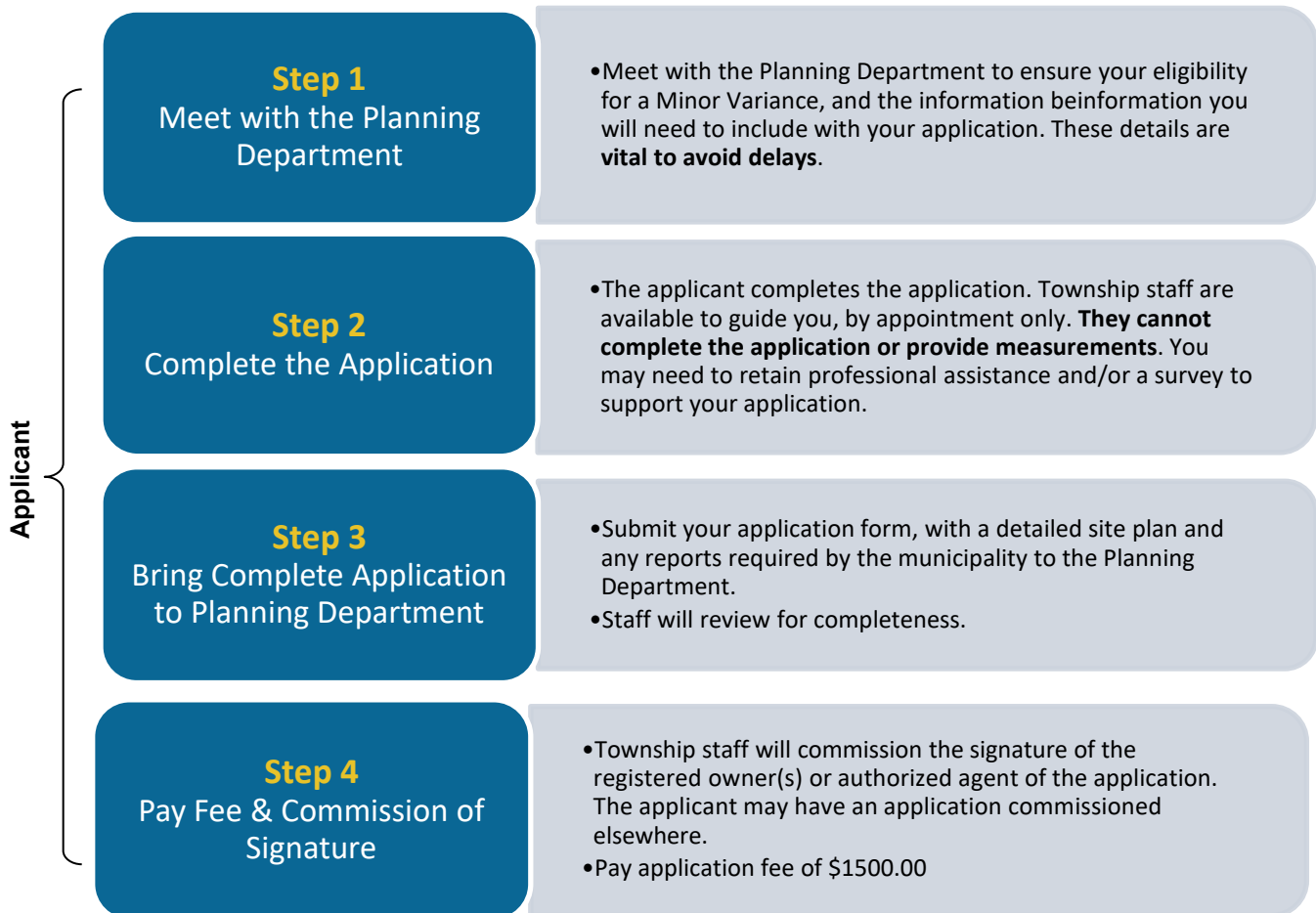


## Temporary Use By-Law Guide

Application Fee: \$1500.00

### What is a temporary use By-Law, and when is it used?

If you want to develop your property in a way that is not allowed by the Zoning-By-law for a set period, you can apply for a Temporary Zoning By-law amendment, also known as a Temporary Use By-law. Temporary Use By-laws zone land or buildings to allow specific uses for a **maximum of three years**, with future extensions possible.



Please see next page

Planning Department

**Step 5**  
Notice of Application  
20 Day Notice of Public Meeting

- A Notice of Public Meeting is sent to all applicable commenting agencies (e.g. Townships, Raisin Region Conservation Authority, County Engineer, applicable utilities, etc.), and landowners abutting the subject property within 60 m (200 ft).
- A Public Notice sign is posted on the subject property.

Applicant & Planning Department

**Step 6**  
Public Meeting

- A public meeting is held. Any member of the public may attend.
- A staff report and recommendation are brought to Council for a decision. Council will need to be satisfied that the proposed use is compatible with and will not adversely effect the surrounding area before making a decision on the application.

**Step 7**  
Notice of Decision  
20 Day Appeal Period

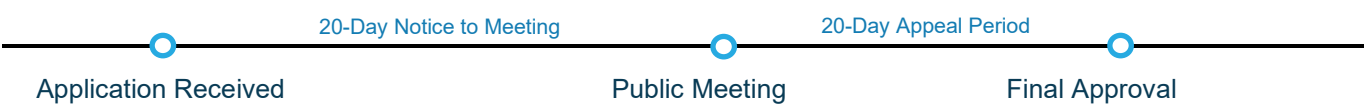
- Council makes a decision.
- A Notice of Decision is mailed out to the applicant, neighbouring property owners, and all commenting agencies within 15 days of the decision.
- Appeals can be filed within 20 days of the decision.

**Step 8**  
Interested Parties May Appeal the Decision to the OLT

- Only the Applicant, the Municipality, the Minister of Municipal Affairs and Housing and certain public bodies may appeal the decision to the Ontario Land Tribunal
- The appeal fee is \$300.00

**Step 9**  
Final Approval

- If no appeal has been filed the decision becomes final and binding.
- The applicant/property owner is responsible to renew the Temporary Use By-Law prior to its expiry.



**\*The prescribed timelines under the Ontario Planning Act are 90 days plus a 20-day appeal period.**

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