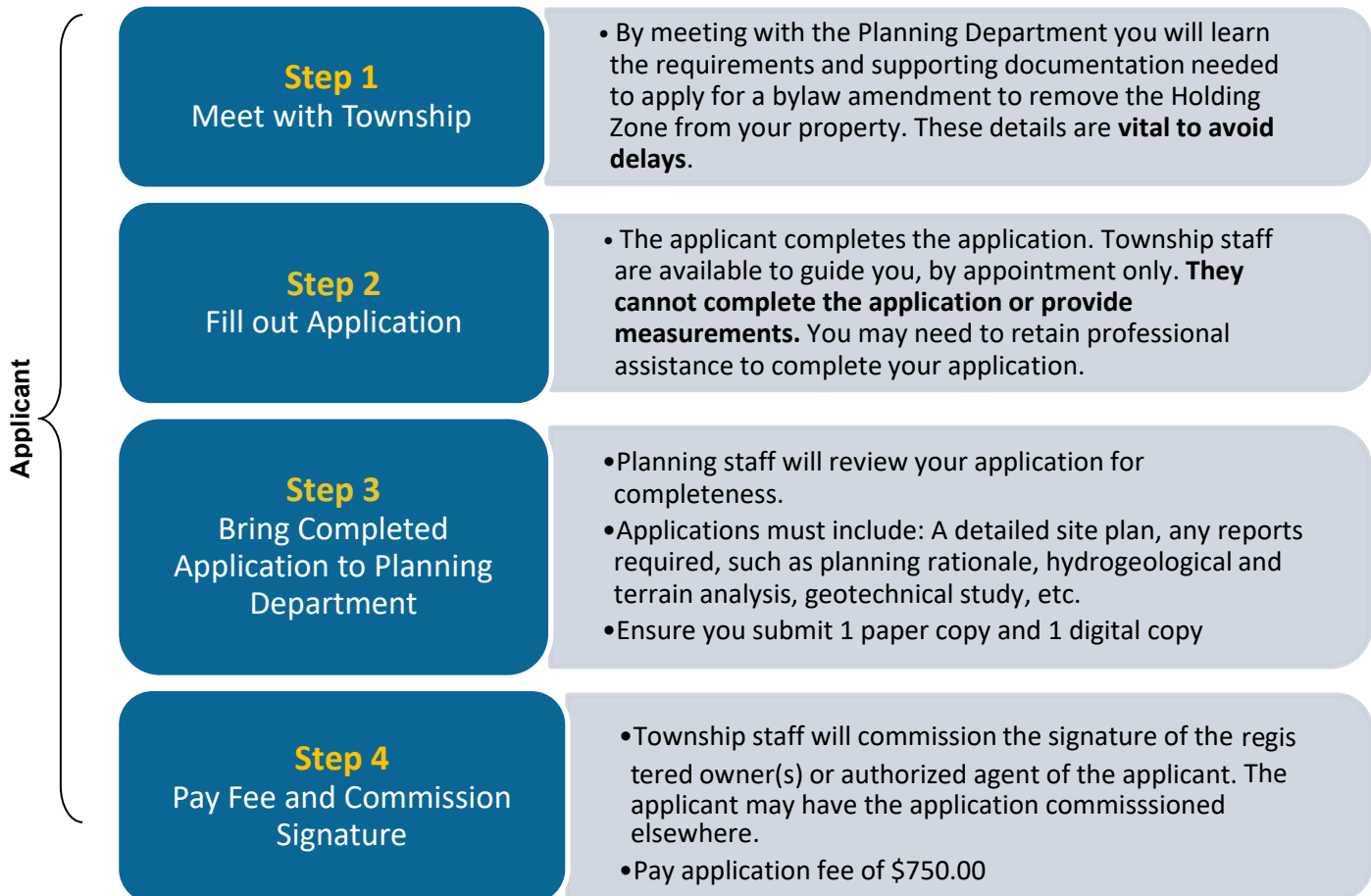


Holding Zone Removal Guide

Application Fee: \$750.00

What is a Holding Zone, and when is it used?

Within a Zoning By-law, a Holding Zone (“H”) may be applied to property that Council has approved for **future development** once certain conditions are met. One example is to allow development once roads or other services are in place. All future development must comply with the Zoning By-law. You can remove the holding symbol from all or part of a property through a **Zoning By-law Amendment**.



Please see next page

Planning Department

Step 5
Notice of Application
(Minimum 20 Days Prior to Council Meeting)

- A Notice of Public Meeting is sent to all applicable commenting agencies (e.g. Townships, Raisin Region Conservation Authority, SDG Counties' Engineer, applicable utilities, etc.), and landowners abutting the subject property within 120 m (400 ft).
- A Notice of Application may be placed in a local newspaper.

Step 6
Staff Report and Recommendation

- A staff report and recommendation are brought to Council for a decision.

Step 7
Notice of Decision
(20-Day Appeal Period)

- Council makes a decision.
- A Notice of Decision is mailed out to all commenting agencies, and landowners that requested notification, within 15 days of the decision.
- The decision is subject to a 20-day appeal period

Step 8
Interested Parties May Appeal the decision to the OLT

- If the amendment to remove the Holding Zone is refused or Council neglects to decide within 90 days of receiving the application, only the applicant may appeal to the OLT
- The OLT Appeal fee is \$1,100.00
- Staff will file the Appeal with the OLT.

Step 9
Final Decision

- If no appeal has been filed, the decision becomes final and binding. The Holding Zone will be removed and development will be permitted.



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