



**BY-LAW NUMBER 140-2019
OF
THE CORPORATION OF THE CITY OF STRATFORD**

BEING a By-law to require applicants to consult with the City of Stratford prior to submission of a development application (Pre-consultation By-law).

WHEREAS sections 22(3.1), 34(10.0.1), 41(3.1) and 51(16.1) of the *Planning Act, R.S.O. 1990, c. P.13*, as amended, provides that municipalities may, by by-law, require applicants to consult with the municipality prior to the submission of development applications;

AND WHEREAS the City of Stratford Official Plan contains provisions requiring pre-application consultation for Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivisions, Draft Plan of Condominiums and Site Plans;

AND WHEREAS the Council of The Corporation of the City of Stratford deems it appropriate to require pre-application consultation with applicants submitting development applications;

NOW THEREFORE BE IT ENACTED by the Council of The Corporation of the City of Stratford as follows:

1. Definitions:

“act” shall mean the Planning Act, as amended.

“applicant” shall mean: to:

- (a) a person or public body requesting Council to amend the Official Plan of The Corporation of the City of Stratford under section 22 of the Act;
- (b) a person or public body requesting Council to amend the Zoning By-law of The Corporation of the City of Stratford under section 34 of the Act;
- (c) a person or applying for approval of plans and drawings under section 41 of the Act;
- (d) an owner of land applying for approval of a plan of subdivision under section 51 of the Act;
- (e) a person who owns the freehold or leasehold estate of the land described in the description, applying for approval of a plan of condominium applying under section 9 of Condominium Act, as amended.

“Record of Consultation” shall mean:

- (a) the date, or dates, that the Consultation Meeting or is held;

- (b) a copy of a written summary of the proposed application to amend the Official Plan Amendment, to amend the Zoning By-law, to obtain Draft Plan of Subdivisions and Condominiums approval and Site Plans Approval, as the case may be;
 - (c) a copy of a written statement identifying the information and materials from Section 8.3.1 of the Official Plan that may be needed to with an application.
- 2. The Manager of Development Services and his or her designate(s) are authorized to:
 - (a) conduct pre-application consultations for Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivisions, Draft Plan of Condominiums and Site Plans;
 - (b) identify the information and material necessary for processing Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivisions, Draft Plan of Condominiums and Site Plans,
 - (i) prior to submission and acceptance of a development application, as items necessary for the application to be deemed complete under the *Planning Act* and City of Stratford Official Plan; and
 - (ii) during the processing of development applications in cases where information and materials cannot reasonably be provided at the time of submission of the application.
 - (c) waive the requirement for a pre-application consultation when, in his/her opinion, it has been deemed to be unnecessary for a complete review of the application.
- 3. Applicants shall pre-consult with municipal staff prior to submission of an Official Plan Amendments, Zoning By-law Amendments, Draft Plan of Subdivisions, Draft Plan of Condominiums and Site Plan application in order to identify the information necessary to the processing of an application.
- 4. The Manager of Development Services, or his or her designate shall prepare a Record of Consultation and deliver it to the applicant within thirty (30) days of the date of the last consultation meeting.
- 5. This by-law may be referred to as the "Pre-consultation By-law".
- 6. This by-law shall come into force and take effect upon the final passing thereof.

Read a FIRST, SECOND and THIRD time and

FINALLY PASSED this 26th day of August, 2019.

"Daniel B. Mathieson"

Mayor – Daniel B. Mathieson

"Tatiana Dafoe"

Acting Clerk – Tatiana Dafoe