

## What is a subdivision control?

Subdivision control aims to prevent the indiscriminate subdivision of land. Subdivision control ensures that prior to the subdivision of land occurring, regard is given to health, safety, convenience, accessibility, and the welfare of the present and future inhabitants of a municipality. One method of dividing land is by way of a plan of subdivision. To establish a plan of subdivision, a landowner must first apply for a draft plan of subdivision and receive draft plan approval from City Council.

## What is the purpose of a draft plan of subdivision?

The draft plan of subdivision process allows for the orderly development of land, wherein the City can determine what infrastructure and public service and recreation facilities are required to serve the development, and consider the development's impact on the surrounding community.

## When is a draft plan of subdivision approval required?

When a landowner is proposing to divide a parcel of land to create more than two new parcels, a draft plan of subdivision application is required.



**For more information, contact:**

### City of Welland Planning Division

Monday to Friday  
8:30 a.m. to 4:30 p.m.  
(closed on statutory holidays)

📍 Civic Square  
60 East Main St.  
Welland, ON L3B 3X4

📞 905-735-1700 x2251

🌐 [welland.ca](http://welland.ca)

Information is for preliminary purposes only.

# Draft plan of subdivision



[welland.ca](http://welland.ca)

# Application process

## 1. Pre-consultation

A pre-consultation meeting is important and its purpose is to gather all of the applicable review agencies and City departments to review development proposals and identify any studies or additional information required for a complete application. The pre-consultation form can be found at [welland.ca/Planning/preconsultationRequest.asp](http://welland.ca/Planning/preconsultationRequest.asp)

## 2. Submit a complete application

In order for an application to be deemed complete it must include a completed application form, all required studies identified at the pre-consultation, a survey or sketch, and the required fees.

## 3. Public notification

A public notification is circulated to all review agencies and City departments as well as properties within 120m of the subject property. A notice sign will be posted on the subject property by the applicant. Notice will be published in Welland Tribune newspaper, and posted on the City website. There is an opportunity to provide written comments to the City.

## 4. Recommendation report and decision

The planner will present a recommendation report to City Council. The recommendation report will review all applicable planning policies as well as all comments received from review agencies and City departments. Council will make a decision on the application. Sometimes by-law approval is conditional on a consent application or a minor variance application being approved.

## 5. Appeal period

A "Notice of Decision" is mailed to the applicant, external agencies, and those who requested to be notified of the decision within 15 days after the decision of the committee. There is a twenty-day appeal period on the decision and the date will be listed on the notice.

## 6. Decision in effect

If there are no appeals, the applicant will receive a notice advising that the decision is in full force and effect. If there is an appeal, the applicant will receive a notice advising that an appeal has been received and forwarded to the Ontario Land Tribunal (OLT). The OLT is an adjudicative tribunal that hears appeals in relation to municipal planning.

