

## What is site plan control?

Site plan control is used by the City to control the conditions of development on a parcel of land. The process both ensures that the development complies with applicable policies and by-laws, and that the site conditions agreed upon will be maintained. The process also gives applicable agencies the opportunity to provide feedback on developments.

## When is site plan control required?

Every property in the City of Welland is subject to site plan control, with some exceptions (such as residential development under ten units). If you are developing a property or making any changes to your existing property, consult with our planning division to learn if a site plan application is required.



# Site plan control



**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.



[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, applicable drawings/plans, and the required fees.

## 3. Circulation

The application is circulated internally and to applicable external agencies, in order for them to provide their comments and expertise on the proposed development.

## 4. Response letter

Planning staff will organize all comments and conditions into a response letter for the applicant. After receiving the letter, the applicant can resubmit their application after addressing all comments. This process will repeat until there are no further comments.

## 5. Agreement and securities

Once there are no further comments, the applicant will pay required securities/fees and planning staff will compile a list of approved drawings. Afterwards, the applicant will enter into a site plan control agreement with the City which will be registered after it has been signed by required parties.

## 6. Return of securities

After development is complete, City staff will inspect the site and confirm the development conforms to approved plans and conditions of site plan agreement. Securities will be released to the applicant upon approval.

