



APPLICATION FOR CONSENT

SUBMISSION REQUIREMENTS

Completed Application

- Include all registered property Owners registered on title and their signatures.
- Affidavit or Sworn Declaration - to be completed by the Applicant in the presence of a Commissioner for Taking Affidavits. The Secretary-Treasurer, Committee of Adjustment is a Commissioner at City Hall. Applicant must have government issued photo identification.

Sketch in metric units prepared, signed and dated by an Ontario Land Surveyor showing:

- the boundaries and dimensions of any land abutting the subject land that is owned by the owner of the subject land;
- the approximate distance between the subject land and the nearest township lot line or landmark such as a bridge or railway crossing etc.
- the boundaries and dimensions of the subject land, the part that is intended to be severed and the part that is intended to be retained;
- the location of all land previously severed from the parcel originally acquired by the current Owner of the subject land;
- the approximate location of all natural and artificial features on the subject land and on the land that is adjacent to the subject land that, in the applicant's opinion may affect the application (e.g. buildings, railways, roads, watercourses, drainage ditches, river/stream banks, wetlands, wooded areas, wells and septic tanks);
- the current uses of land that is adjacent to the subject land (e.g. residential, agricultural or commercial);
- the location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or right-of-way;
- if access to the subject land will be by water only, the location of the parking and boat docking facilities to be used; and
- the location and nature of any easement affecting the subject land.

Fees

- 2026 City Consent Fee: \$4,035.00 - paid by cash, debit or cheque made payable to City of Welland
- 2026 City Concurrent Consent and Minor Variance Fee: \$3,714.00
- 2026 City Rescheduling Fee: \$2,084.00 – Applicable to an Application deferred/adjourned at the request of the Applicant, or if the Applicant does not attend the scheduled Public Hearing.
- If required, Niagara Region Review Fee paid by cheque made payable to Niagara Region.
- If required, Niagara Peninsula Conservation Authority Plan Review Fee paid by cheque made payable to Niagara Peninsula Conservation Authority.

Supporting Reports / Studies / Letter

- If identified through the Preconsultation process.
- Applicant may choose to provide other items such as a Planning Justification Report.

Property Deed / Transfer and PIN sheet

Applicant acknowledges “Posting of Public Notice Sign Requirements”

- Statutory requirement to post a Public Notice Sign on subject property for a minimum of 14 days prior to the Public Hearing.
- City Staff will prepare the Public Notice Sign and notify the Applicant when it is ready for pick up at City Hall, Planning Division.
- Applicant will post the Public Notice Sign on the subject property in a prominent location near the lot line facing the street. The Sign must be clearly visible from the street. The Public Notice Sign must remain posted on the property until the day following the Public Hearing.
- Applicant will provide a digital photo of the posted Public Notice Sign to cofa@welland.ca
- Failure of the Public Notice Sign to remain posted continually on the property for a minimum of 14 days before the Hearing will result in a deferral of the Application.

I, the undersigned, acknowledge that each Public Notice Sign will be posted on the subject property for a minimum of 14 days prior to the Public Hearing date.

Name of Applicant

Signature of Applicant

Date

JAN 2026