



# Tay Valley Township

217 Harper Road, RR#4 ▪ Perth, Ontario ▪ K7H 3C6  
Tel: 1-613-267-5353 ▪ Toll Free: 1-800-810-0161 ▪ Fax: 1-613-264-8516  
planner@tayvalleytwp.ca

## **Planning- Frequently Asked Questions**

### **Site Plan Agreements**

- **What Is A Site Plan Agreement?**

A Site Plan Control Agreement is an agreement registered on title, at the Registry Office, that describes the manner in which a property has to be developed. It contains a plan(s) illustrating the proposed development, terms of the agreement (i.e. no mowing to the lake) and usually includes a financial guarantee of \$1500 to ensure compliance with the agreement.

- **When Do I Require A Site Plan Agreement?**

If you are applying for a building permit and your property is within 100m(328ft) of a waterbody/water course and what you are proposing is defined as 'development' in The Planning Act you may be required to enter into a Site Plan Control Agreement before a building permit can be issued. You may also require a Site Plan Control Agreement if this is imposed as a condition of any application for rezoning, minor variance or severance

### **Zoning By-Law**

- **What is the Zoning By-Law?**

The zoning bylaw provides detailed regulations which govern development within Tay Valley Township. The bylaw includes provisions such as permitted uses, setbacks from lot lines, size of lots, and setbacks from the water.

- **When Do I Need A Zoning By-Law Amendment?**

A Zoning By-Law amendment is a By-Law passed by Township Council. If a proposed use of land is not permitted in the zone according to Tay Valley Township's Zoning By-Law, or if the standards of that zone cannot be met by a proposed development, a Zoning By-Law may need to be changed or 'amended'.

### **Minor Variance**

- **What Is A Minor Variance?**

A Minor Variance is required when the Regulations in the Tay Valley's Zoning By-law cannot be met due to the circumstances of new construction (addition or renovation). Typically, a Minor Variance requests the reduction of a certain requirement, i.e. setbacks, lot coverage or building height for reasons as required by the applicant.

- **When Should I Apply For a Minor Variance?**

If minor changes to the Zoning By-Law regulations are proposed, such as

changing the minimum lot size regulation for a property.

- **Who Will Consider My Minor Variance?**

An independent body appointed by Council called the Committee of Adjustment carries this out. As with Council decisions, the Committee of Adjustment must evaluate each application on its own merits.

### **Consent/Severances & Lot Additions**

- **What Is A Consent/Severance?**

A land severance is the authorized separation of a piece of land to form a new lot or a new parcel of land. This is commonly known as a consent.

- **Who Has The Authority to Grant A Severance?**

The County of Lanark has the authority to approve consents (severances), plans of subdivision and condominium, condominium exemptions and part-lot control by-laws.

- **What Role Does Tay Valley Township Play in My Severance?**

The Township is a strong commenting agent to the severance process and will be asked for comment. It is required that the Township's preliminary comment on the application be sought before it is actually filed with the County.