

## About Subdivisions/Condominiums

When a piece of land is divided into two or more parcels and offer one or more for sale, this is called subdividing property, and the provisions of the *Planning Act* come into play.

If the proposal involves creating only a lot or two, the applicant may seek approval for a "land severance" or "consent". For more details, contact our Planner.

The other means of subdividing land is to obtain approval of a plan of subdivision from the Municipality of Lambton Shores.

Subdivision approval ensures that:

- the land is suitable for its proposed new use
- the proposal conforms to the Municipality's Official Plan and Zoning By-law, as well as to Provincial legislation and policies
- the applicant, neighbouring properties and the community are protected from developments which are inappropriate or may put an undue strain on community facilities, services or finances

A typical subdivision/condominium application form contains both the information identified by minister's regulation as well as other information required by the municipality. The more information provided, the less likely delays will occur in the review.



THE MUNICIPALITY OF  
**LAMBTON SHORES**



For more information, contact:  
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**Plan of  
Subdivision/  
Condominium**

# Plan of Subdivision/Condominium Application

## What is a Plan of Subdivision/Condominium?

A Plan of Subdivision/Plan of Condominium allows a piece of land to be divided into smaller lots or units in a comprehensive manner. In considering a proposed plan, applications are evaluated against criteria such as conformity with Lambton Shores' Official Plan, Lambton County's Official Plan, Municipality's Zoning By-law, Provincial policies, the *Planning Act*, and engineering standards. Compatibility with adjacent properties and the suitability of the land for the proposed purpose are also taken into consideration, including the size and shape of the lots being created, adequacy of vehicular access, servicing, and environmental matters. The Subdivision/Condominium process is typically a technical process and applicants will require professional planning, engineering, legal, and surveying assistance. Subdivision/Condominium applications are usually processed concurrently with other planning applications (such as Zoning By-law Amendments) so that Municipal Council and the public have a comprehensive understanding of the proposal.

### What is the Plan of Subdivision?

- 1 Schedule a **pre-consultation** discussion with the Planner.
- 2 Submit a **completed application**, any required documents including sketch(es), and applicable fees to the Municipality.
- 3 A **Notice of Public Meeting** is posted on the subject lands and circulated to the applicants, landowners within 120 meters, and outside agencies at least 14 days before the meeting.
- 4 During the **public meeting of Council**, the application will be considered and public input will be gathered.
- 5 Staff evaluate the application and recommend changes. Once the application meets requirements, staff prepare a **planning report** with a recommendation.

6 During a **Council Meeting**, the application will be considered and a recommendation will be made to either locally endorse and forward to Lambton County, deny or defer.

7 During a **County Council Meeting**, a decision will then be made to either approve the application with conditions, deny or defer.

8 A **Notice of Decision** is mailed out by Lambton County to the applicants, outside agencies, and by request within 15 days of the Decision.

9 A **20-day appeal period** begins on the Notice of Decision date. Appeals are heard by the Ontario Land Tribunal for a final decision. If no appeals are received, the Draft Plan is approved. It is the applicant's responsibility to fulfill the conditions of the Draft Plan Approval and submit evidence of this to the County of Lambton.

